PhD Research Scholarship Award 2026

Guidelines for Applicants

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Cancer Survivorship Research

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1. Introduction
1.1. Overview

The Irish Cancer Society **PhD Research Scholarship Award 2026** offers excellent graduates the opportunity to conduct structured, comprehensive doctoral postgraduate training in cancer research within the Republic of Ireland.

These guidelines are for applications to the **Cancer Survivorship Research** funding call only. There are separate guidelines for our Translational Biomedical and Clinical Research stream.

This funding call is open to graduates of a background relevant to their proposed Cancer Survivorship research project (e.g., nursing, health sciences, medicine, allied health, psycho oncology, genetic counselling). The prospective PhD researcher must be associated with an approved host institution in the Republic of Ireland for the duration of the PhD Research Scholarship Award.

This funding is intended to support innovative and relevant cancer research, that is internationally competitive. Proposals should aim to create new knowledge and evidence of benefit to both the national and international cancer research landscape, in alignment with the Irish Cancer Society Strategy.

Through an additional *Mobility Element*, this award also funds PhD researchers' secondment to a national/international research institution (maximum 3-months) as organised by the applicant and their supervisory team.

A 'Frequently Asked Questions' (FAQs) document is included as an appendix to these guidelines. Please read the guidelines and **FAQs document (Appendix 1)** carefully for information (including eligibility) on this funding call. Most queries will be addressed within these detailed documents.

1.2. Indicative Timelines

Milestone	Date*
Application Deadline	**Tuesday 7th April 2026, 3pm**
Review	April/Early-May 2026
Interviews (Online)	Mid-June 2026
Awardees Announced	June 2026
Earliest Grant Start Date	Tuesday, 1st September 2026

*Please note: the above dates are provisional and subject to change at the discretion of the Irish Cancer Society. Shortlisted applicants must be available to attend interviews to be considered for this award.

1.3. Funding and Duration

Cancer Survivorship applicants can apply for a maximum of **€135,000**.

An underlined additional €5,000 of funding is provided for a mobility element. Specific mobility budgets are not required at this time (see Section 2.6 for more information).

In line with standard doctoral programme timelines, this award will cover **3 to 4 years at a full-time** capacity or a maximum of **8 years at a part-time** capacity. If you are considering applying for a part-time scholarship, please contact the Irish Cancer Society Research Team at grants@irishcancer.ie prior to submitting your application.

A detailed budget should be provided according to the proposed award timeline. The proposed budget should adequately cover costs for Stipend, Fees, Running Costs, Equipment, Training, Travel & Dissemination, Public & Patient Partnership (PPI/PPP). Mobility element budgets are not required at this time. Detailed budget guidelines are available in Section 4 of this document and in **Appendix 2**.

Please note the following budget stipulations **specific to the 2026 funding call:**

- – PhD stipend is funded at a set rate of €25,000 per year.
- – A set provision of €2,000 must be allocated to support Public & Patient Partnership (PPP/PPI) in the proposed research project.
- – Costs for attending conferences must be included for each year in the Travel & Dissemination category. Costs for at least one research presentation must be included within one year of the budget (e.g., poster printing).

2. Eligibility

2.1. Applicant Eligibility

Applications from individuals that do not meet the eligibility criteria will not be considered. Please note, PhD researchers **may only be listed on one application** for this award**.**

PhD Researcher:

Minimum Eligibility Criteria

At a minimum, the *PhD Researcher* must meet the following criteria:

- Hold an undergraduate and/or postgraduate degree relevant to the proposed research project (e.g., nursing, health sciences, medicine, allied health, psycho oncology, genetic counselling).
- Be associated with an approved host institution in the Republic of Ireland for the duration of the award. See Section 2.2 of this document for specified list.
- Identify at least two primary supervisors well-suited to the proposed research project.
- Develop their proposed research project with the nominated supervisors prior to submission.
- Demonstrate a clear and strong level of support from their host institution and one nominated referee (cannot be member of proposed supervisory team).

Supervisory Team:

Applicants should propose **two** primary supervisors*. Both primary supervisors must approve the application **before** final submission and provide a written Declaration of Support for the applicant.

Minimum Eligibility Criteria:

At a minimum, *Primary Supervisors* must meet the following criteria:

At least one primary supervisor should:

- Hold a post (permanent or on a contract basis), for the entire duration of the research project, at the named host institution in the Republic of Ireland. This must be listed as a HRB-approved host institution (See Section 2.2 Institution Eligibility).

Both primary supervisors should:

- Possess a PhD or equivalent** in an academic field appropriate to the proposed project.

- Have a minimum of five senior authorships (first, joint-first, or last) in peer-reviewed academic publications.
- Have an established track record in research supervision.
- Be an established senior researcher with a track record in research; for example, a history of principal investigator roles, history of grant awards, involvement in clinical trials, national or international research partnership development, presentation at national or international conferences, etc.

* Two primary supervisors must satisfy the listed eligibility criteria. Additional or '*secondary*' supervisors are not required to satisfy these criteria. See below for further information.

** PhD equivalence is defined as at least three or more senior (first, joint-first, or last) author publications in peer-reviewed academic journals (in addition to minimum authorship requirements above) **OR** 4 years' full-time research experience post-primary degree. In such instances, candidates should contact grants@irishcancer.ie before applying.

Secondary Supervisors

Additional or '*Secondary*' supervisors can be proposed as part of the supervisory team (e.g., clinical expert, methodological expert). Secondary supervisors must play a significant role in the PhD researcher's training and professional development, and/or make a significant contribution to the direction or conduct of the research or research-related activities. Superfluous supervisory team members, or those mentioned in name only, are not permitted. Each additional supervisor must clearly add value integral to the proposed research or the PhD researcher themselves. Each secondary supervisor will be required to confirm their participation through the online system prior to application submission.

2.2. Host Institution Eligibility

The host institution receives and administers scholarship funding and is responsible for compliance with all general and specific terms and conditions of awards. In order to be eligible to apply for funding, a proposed host institution must be based in the Republic of Ireland and must be named in the HRB-approved host institution list below* ** :

- Atlantic Technological University
- Dublin City University
- Munster Technological University
- National University of Ireland, Maynooth (Maynooth University)
- Royal College of Surgeons in Ireland
- South-East Technological University
- Technological University Dublin

- Technological University of the Shannon: Midlands Midwest
- The University of Dublin (Trinity College Dublin)
- University College Cork
- University College Dublin
- University of Galway
- University of Limerick

* Research can be conducted out of non HRB-approved sites (e.g., hospital, clinical site) but applicants must nominate an approved host institution, and all finances must be managed by this host institution.

** Please contact the Irish Cancer Society with any queries regarding institutional eligibility (grants@irishcancer.ie).

2.3. Eligible Research Areas

This award is intended to fund cancer research that aligns with the Irish Cancer Society Strategy and the emerging needs of people affected by cancer.

Eligible applications to this funding call should propose a cancer research project, which aligns with Irish Cancer Society strategies, priorities, and the **Survivorship** research theme:

- **Survivorship Research** seeks to improve the care and outcomes experienced by people affected by cancer, through person-centred research methods. Studies should yield person-centred data, and can include research such as prevention/screening incidence and behaviour; psycho-social or physical long term effects of cancer and its treatment; quality and experience of treatment and care (including palliative and end-of-life care); self-management and health behaviour; health literacy and information; genetic risk and counselling; physical and practical needs of people living with cancer or those who care for them (e.g. financial, employment, accessibility). Survivorship research does not include in-vitro or ex-vivo methods (i.e. studying cancer cells or tumour tissue outside a living organism), or in-vivo methods (i.e., studying cancer cells or tumour tissue within a living experimental model)

If you are unsure if your proposed research programme is eligible, please contact grants@irishcancer.ie.

2.4. Public and Patient Partnerships/Involvement

The Irish Cancer Society are dedicated to putting patients, families, survivors, supporters, and the public at the very heart of what we do. Public and Patient Partnerships (PPP) or Public and Patient Involvement (PPI) in the research process ensures that research is meaningful and of benefit to those affected by cancer. PPP/PPI can be involved at any stage of a research project, from development and design to interpretation and dissemination.

It is encouraged that PPP/PPI is incorporated within research proposals from as early a stage as is feasible. In line with this commitment, it is expected that all applicants include the following within their application*:

- a plain-language summary of the proposed research
- a detailed PPP/ PPI plan
- minimum **€2,000** budget allocation
- a plan for sharing of research findings

It is strongly recommended that applicants read **Appendix 3 'Public and Patient Partnership (PPP) in Research' Guidelines** prior to beginning work on an application.

*Please note, all applicants that are invited to interview for this award will be required to address comments from the PPI review panel where relevant and provide a revised PPP/PPI plan if requested.

2.5. Research Impact

Creating impact from the research that we fund has always been of great importance to the Irish Cancer Society. The purpose of drafting an impact plan at the application stage, in line with the Society's strategic objectives, is to focus all projects on working towards achieving impact from the outset.

For the Irish Cancer Society, research impact is defined as **'research being used to bring about a positive change to the lives of people affected by cancer'** i.e., the real-life benefit of the research and the impact of the research beyond academia.

When applying for a grant or planning a research project, you usually have a goal or question that you aim to answer by completing the proposed body of work. However, it is the Irish Cancer Society's duty to ensure that the research we fund makes a difference to the lives of those affected by cancer. Therefore, it is important to start thinking about the **pathway to impact** from the start of the project. Thinking about the tangible impact of your research will provide you with a strong foundation when a grant gets underway. As such, plans should be as comprehensive and considered as possible.

We are aware that an impact plan provided by PhD researchers at the application stage may be somewhat limited as the project has not yet started, and it can be difficult to predict research results or how a research landscape may change over time. It is important that you are realistic; there is no need to overstate the impact of your research. Impact can be direct and indirect, and it may happen slowly over time.

Applicants are required to complete an impact plan as part of the application process. It is strongly recommended that the **Research Impact Framework (RIF)** is consulted when completing your impact plan, a copy of which is included as **Appendix 4**. The RIF can be used by applicants, and funded researchers alike, to guide research impact planning and monitoring. Further details on preparing an impact plan also can be found in Section 4 of this document.

2.6. Mobility Element

The PhD Research Scholarship Award aims to fund comprehensive, doctoral postgraduate training in cancer research. As such, a unique aspect of this scholarship is the *Mobility Element*. This initiative is intended to:

- Provide the PhD researcher with skills and experience that go beyond their traditional research environment.
- Aid in developing the reach and overall impact of their research.
- Support their future career prospects and strengthen national/international research collaborations.

PhD researchers are permitted **up to €5,000*** funding, to cover costs associated with a secondment at a national or international research institution for a **maximum of 3 months**.

The mobility element must:

- take place within the first 3 years of the scholarship.
- be organised by the PhD researcher and their supervisory team.
- not take place at the named host institution of the PhD researcher.
- advance the proposed research project aims and objectives.

A **finalised mobility element plan is not expected** at the application stage. However, applications should provide a short, general description of future mobility plans and associated budget. This short summary should indicate how the proposed mobility element aligns with the PhD researcher's project aims and objectives.

Having commenced their scholarship, PhD researchers will be required to submit a detailed plan and budget at least three months prior to commencing mobility. As such, mobility element summaries and budgets submitted at application stage may differ from final post-award plans.

Map *below shows some of the locations our past funded researchers have* *conducted their mobility element:*

* Mobility element funding is separate to 'Travel and Dissemination' costs and is in addition to the €135,000 Cancer Survivorship Research Award.

3. Application Procedure

3.1. Application Overview

This is a two-stage application process, including a written application (Stage 1 of 2) and interview (Stage 2 of 2), outlined below.

The research proposal should be **written by the PhD researcher**, with strong **input from the supervisory team throughout**. The application must not be written by supervisors alone. The PhD researcher and their supervisory team must read through this application procedure section prior to preparing an application.

The use of ChatGPT or AI to assist in writing applications is not permitted and if found, will be deemed ineligible

Stage	Description
Stage 1 of 2: Application	Deadline to submit applications is 3pm, Tuesday 7th April 2026. This stage allows applicants to give a detailed description of each aspect of their proposed research project, to demonstrate the potential impact of the research, and to outline how this award would benefit them as a future PhD researcher. All eligible applications will be sent for review. The review process is detailed in Section 6. Each application will be evaluated by an external review panel, made up of academic/clinical experts (scientific panel) and experts by lived experience (PPI panel). Applications that are of the highest quality will be shortlisted to progress to the next stage, interviews. Reviewer feedback will be made available to all applicants*.
Stage 2 of 2: Interviews	Interviews are conducted between shortlisted applicants and the review panel. Applicants who are invited to interview will be expected to display in-depth knowledge of the proposed project and must demonstrate the ability to think independently as a future PhD researcher. Interviews will be conducted in June 2026** and shortlisted applicants must be available to attend (online) to be considered for this award. Shortlisted applicants will be given a minimum of 2 weeks' notice to prepare for interviews. Reviewer feedback from the application stage should be used to prepare for interviews and further improve the application.

* Reviewer feedback will be made available to unsuccessful applicants on request. Please email grants@irishcancer.ie to request your feedback.

** Please note: the above dates are provisional and are subject to change at the discretion of the Irish Cancer Society.

3.2. How to Apply

Applications must be completed and submitted through the Irish Cancer Society online grant management system. To submit an online application, you are required to register at the following address: https://grants.cancer.ie. When registering, please fill out all fields on the registration form.

When you enter your login details, you will be directed to the portal homepage. From here, you can:

1. Update your basic information (please make sure all fields are completed)
2. Make a new grant application
3. Access previous grant applications
4. Manage any active grants

When you have entered your basic details, you will be able to create a new application from the portal homepage. Alternatively, select '**New Application**' from the '**My Applications**' tab. Next, click '**Apply**' for the Grant Type detailed as '**Survivorship - PhD Award 2026**'.

Please note: We recommend that you use a **non-HSE email address** when creating this application to avoid any security issues when receiving correspondence from the grant tracker online system.

4. Application Form

There are 10 sections outlined on the left-hand side of the page:

a) Application Outline
b) Applicant Details
c) Supervision
d) Research Programme
e) Mobility Element
f) Plain Language Summary & PPP/PPI Plan
g) Sharing Research Findings
h) Research Impact
i) Budget
j) Validation Summary

Saving your progress regularly is **strongly recommended** by clicking 'Save' as you go through the application form. Alternatively, the information will be saved when you click 'Save and Close'. By clicking 'Previous' you will be brought to the previous section and by clicking 'Next' you will be brought to the next section- but these actions will not save your progress automatically.

Mandatory sections are marked with a red circle icon. You will not be able to submit the application if these sections are incomplete.

To upload supporting documentation, click 'Attach', 'Choose File', then click 'Attach'. This must be in PDF format, using the Irish Cancer Society Declaration of Support template, to be deemed eligible.

Further details on each section of the application form

a) Application Outline

In this section, you will be asked to provide basic information about your application. Input and save the information as required under the following headings:

- Research Stream Confirmation
- Proposed title
- Proposed start date (not before 01/09/2026; must begin by 01/09/2027 latest)
- Funding period/grant duration (3-4 years full time; up to 8 years part time)
- Proposed host institution (as listed in Section 2.2)
- Research classifications and disciplines
- Keywords

b) Applicant Details

In this section you will be asked to provide greater detail on the PhD researcher, including a CV, a personal statement, and a Letter of Reference.

- **Applicant's Curriculum Vitae (CV):** Please upload a CV for the PhD researcher. The CV should be completed using the template provided (the template is downloadable in this section on the online system) and be no more than three pages long. More information on each CV section is given in the template. Please only fill in relevant details, certain sections can be left blank if not applicable to the applicant. To upload your CV, click 'Attach', 'Choose File', then click 'Attach'. This must be in pdf format, using the Irish Cancer Society Junior CV template.

- **Personal Statement:** The personal statement section should only include relevant information, which will add merit to your application. In this section, you should include the following (**300 words max**):
    - Reasons for pursuing a PhD in Cancer Survivorship Research.
    - Reasons for choosing your proposed host institution and supervisory team.
    - How this scholarship will contribute to your own personal and professional development.
    - Your future career plans.

- **Letter of Reference:** A reference is required from one relevant referee (e.g., undergraduate/ masters' research supervisor, head of undergraduate/ masters' course). The letter must not exceed one page in length and must be uploaded in pdf format. This reference cannot be provided by a member of your proposed supervisory team. To upload your Letter of Reference, click 'Attach', 'Choose File', then click 'Attach'.

c) Supervision

In this section, you will be asked to add **two** primary supervisors to the application. Please read Section 2.1 carefully prior to adding your primary supervisors or any additional/ secondary supervisors.

- **Primary Supervisors:** To add a supervisor, you must search for them by email. If the supervisor has already created an account, they will appear on the list. To add them, click 'Select', and the supervisor will subsequently receive a notification via email. If the supervisor does not appear on the list, they may not have an account. You can click 'Add a New Contact' and enter their name and email address. Once added, the supervisor will receive a notification via email. Supervisors will be directed to confirm their participation through the online system.

- **Supervisor CVs:** Please upload a CV for <u>both</u> primary supervisors. The CV should be completed using the template provided (the template is downloadable in this section on the online system) and be no more than three pages long. More information on each CV section is given in the template. To upload each CV, click 'Attach', 'Choose File', then click 'Attach'. Files must be in pdf format, using the Irish Cancer Society <u>Senior CV template</u>. Please ensure that you first have permission from supervisors before uploading their CVs. <u>Please Note</u>: This template is different to the Applicant/Junior CV Template

- **Declarations of Support** (**x2 Primary Supervisors**): Please upload two separate Declarations of Support from each of your <u>two</u> proposed primary supervisors. The template is downloadable from this section on the online system or on the website. To upload the Declarations of Support, click 'Attach', 'Choose File', then click 'Attach'. This must be completed on headed paper and must be uploaded in pdf format.

d) Research Programme

Please provide an overview of the proposed research programme to be covered by this scholarship, including the basis for the research, hypothesis and/or aims, methods, contingency and ethical considerations. You will also be asked to provide a Gantt Chart (timeline), information on your chosen research environment, and a declaration of support from your host institution. More information on each of these sections is provided below. A separate textbox will be provided for references, to cite any literature referenced in the sections below.

- **Basis for Research:** Please describe previously published research which forms the basis of your research proposal. Include details of any initial research carried out by the applicant, supervisors, or associated research team that underpins the proposed research (**400 words max**).
- **Hypothesis and/or Aims:** Please outline the hypothesis, research questions, and/or aims of your research proposal. Please ensure that the aims are realistic, achievable, and well suited to a PhD research programme (**200 words max**).
- **Research Methods:** Please describe and justify the methods, procedures, and/or experimental design you will use to conduct your research (**1,000 words max**).
  - For <u>quantitative</u> research, please provide statistical analysis plan for each section of your research proposal, including power calculations, sample sizes, details of control groups, etc. Additionally, discuss recruitment strategies and feasibility of obtaining/accessing sufficient/required sample sizes of relevant participant groups that will result in statistically meaningful results.

- For <u>qualitative</u> research, please describe the planned approach. You may choose to discuss sample size and rationale, data collection methodologies (e.g., interviews, focus groups, and transcription procedures), analytic framework(s), and sources of bias (if appropriate). Additionally, please discuss the methodology and feasibility of recruiting the planned sample size.

- **Research Images:** You may also upload up to five relevant research images/figures to support your application (one-page each, in pdf format). Please ensure that figures are legible when uploading. Please do not upload large multi-page documents

- **Gantt Chart:** You must upload a Gantt chart for the proposed research, which should include planned PPP/PPI activities and mobility element. The chart must be uploaded in pdf format. Gantt charts should be restricted to a single page, where possible.

- **SWOT Analysis:** Please provide a SWOT analysis of your proposed research project, outlining the potential **S**trengths, **W**eaknesses, **O**pportunities, and **T**hreats of your work. Please describe a contingency plan that you could employ if initial investigations prove unfruitful or your research is not progressing as planned (**300 words max**).

- **Ethical Approval:** Please indicate if ethical approval is required for your proposed research project. If required, please outline your plan/timeline for obtaining ethical approval for the project in a timely manner (should also be included in Gantt chart). If ethical approval has already been obtained/ submitted, please upload proof of approval/application in pdf format.

- **Research Environment:** Please detail how the research group and the overall research environment at your proposed host institution is best positioned to support you and to facilitate the cancer research detailed in your application. Consider the following (**300 words max**):
  - Number of researchers in your group, their core research focus or expertise, and support you will receive from your research group (e.g., postdoctoral supervision).
  - The research themes at your wider centre/department and different research groups you could collaborate with in your surrounding environment.
  - The established relationship(s) between your academic/host institution and participating clinical/healthcare institutions (if appropriate).
  - If you will be participating in a structured doctoral programme, or the types of training that will be available to you at your host institution.
  - Any special infrastructure or factors specific to your chosen research environment that would make it a particularly good place to carry out your proposed research.

– **Declaration of Support (Host Institution):** Each application requires a strong declaration of support from the **Head of Department/ Head of School** at the applicant's chosen host institution. This should be completed on headed paper using the template provided, downloadable from this section on the online system or on the website. The Head of Department/Head of School should include acknowledgement that the host institution is aware of the application and will act as host to the PhD researcher should their application be successful. This letter should also acknowledge that the host institution will provide the PhD researcher with research space, access to resources, and any appropriate insurance cover. On awarding of the funding, a contract will be made between the Irish Cancer Society and the nominated host institution. This declaration of support should indicate that the Head of Department/Head of School will facilitate this process. To upload a declaration of support, click 'Attach', 'Choose File', then click 'Attach'. This must be in pdf format using the Irish Cancer Society Declaration of Support template to be deemed eligible.

e) Mobility Element

This award provides a mobility element provision for experience that goes beyond the traditional research environment of the PhD researcher to further develop their skills, career prospects, and widen their research community. Further information on the mobility element can be found in Section 2.6. A finalised mobility element plan is not expected at the application stage. However, applications should provide a short, general description of future mobility plans.

Please describe your proposed *Mobility Element* plan addressing (**300 words max**):

– How the proposed mobility would aid in the professional development of the PhD researcher (e.g., acquiring new research skills).
– How the proposed mobility would contribute to the personal development of the applicant and their future career plans.
– How the proposed mobility could develop or nurture national/international research collaborations.

f) Plain Language Summary & PPP/PPI Plan

Patient involvement and partnership is a fundamental aspect of the application. It is strongly recommended that applicants read **Appendix 3 'Public and Patient Partnership (PPP) in Research'** Guidelines prior to beginning work on this section. PhD researchers will also be expected to attend a PPP/PPI development workshop upon commencement of their scholarship.

An expert PPP/PPI Panel will be assessing this section of the application form. As such, plain, accessible language should be used, and technical terms must be explained fully. Please provide the following:

- **Project Summary:** The project summary section will be used to set the scene for PPP/PPI reviewers. Please provide a detailed and structured plain language abstract; detailing the following (**500 words max**):

  o Briefly outline the background of your research proposal, i.e., how and why your proposal came about and the context in which your proposal will take place.

  o Describe the specific problem, issue, or question that you are asking in your research proposal and describe how you are addressing it (including the variables being measured and why you have chosen these specific variables).

  o What steps are involved in the proposed research project?

  o If relevant, outline who will *participate* in your research, how you intend to recruit them into your study, and what they will be expected to do if they take part (please note that research *participants* are different to PPI representatives).

  o Detail how the proposed research is relevant and important to people affected by cancer.

- **Involvement Plan:** Along with career development, it is important that PhD researchers use this award to build relevant PPP/PPI skills*.* In this section, please detail your plans to include PPP/PPI in your research (**1000 words max**). Please consider the following:

  o Aims/Objectives
    - What is the overall goal of your PPP/PPI plan?
    - What are the aims and objectives of your PPP/PPI plan?
  o Planning & Delivery
    - At what stage will people affected by cancer or other relevant stakeholders be involved (e.g., planning, design, implementation, management, evaluation, dissemination)?
    - What are the planned timelines for the stages above? Please note that PPP/PPI plans should be included within Gantt chart.
    - Describe the steps or procedures involved in integrating PPP/PPI within your project, and any logistical planning or considerations (e.g., timing, location, costs, networking).
  o Involvement
    - What will be expected from the people involved and how will these activities influence your research?
    - How many people will be involved and how/where will they be approached?
    - What steps will be taken to ensure that involvement is meaningful and not *tokenistic*?

- Were public/patient stakeholders or organisations involved in the design and development of this proposal? If yes, please upload a letter of support from those involved using the template provided (pdf format, one letter max, one page in length).
- Articulate the challenges that might arise from involving patients in your research and how these issues will be prevented or overcome. What supports will be available for PPP/PPI contributors involved (should they be needed)?
- What PPP/PPI resources are available to you at your host institution, or through local/national organisations, and how do you intend to use them?
  - **Please note:** While public/patient participation and engagement activities are encouraged as part of this plan, the Society will only fund applications that predominately include true 'involvement' or 'partnership' activities. Please see **Appendix 3** for further details and examples.
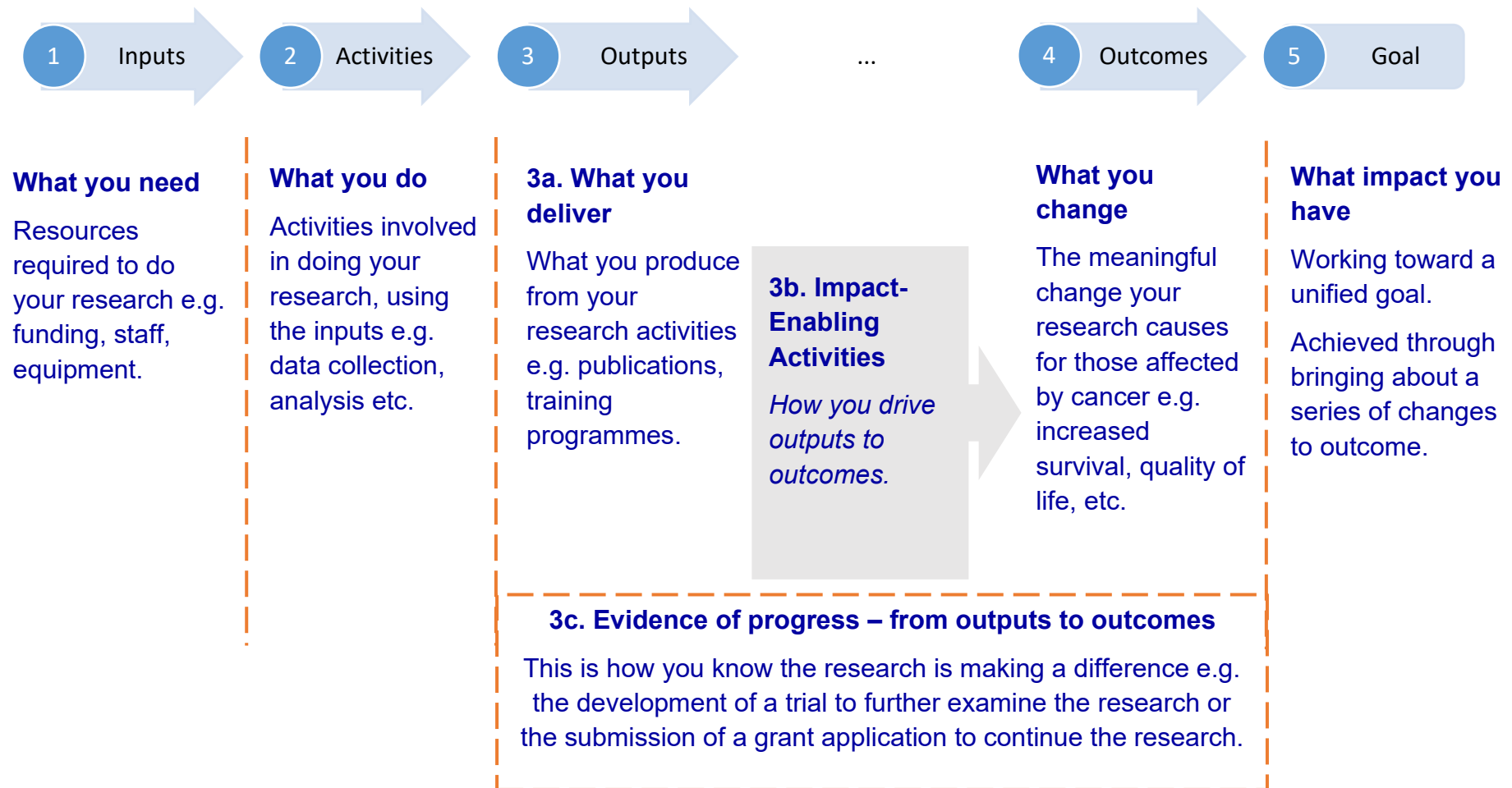
g) Sharing Research Findings:

As the largest voluntary funder of cancer research in Ireland, the Irish Cancer Society relies on the generous donations from the public to fund cancer research. A key priority is, therefore, to ensure that the public (including people affected by cancer) are kept up to date on research that is funded by the Society. In line with this, it is a requirement that all applicants produce a dissemination plan to include communication of their research findings to all relevant audiences, in particular the public and people affected by cancer. Please describe your plan for sharing your findings. This may include printed or electronic articles, presentations, public engagement events, social media content, etc. (**300 words max**).

h) Research Impact

In this section, you will be asked to provide an impact plan, detailing how the input of this funding will ultimately result in meaningful impact for people who are affected by cancer. Please consult Section 2.5 and the **Research Impact Framework (RIF) (Appendix 4**) when completing this section.

Your impact plan should be designed using the **sequence of steps outlined in the figure below:**

| **1** Inputs | **2** Activities | **3** Outputs | ... | **4** Outcomes | **5** Goal |

What you need

Resources required to do your research e.g. funding, staff, equipment.

What you do

Activities involved in doing your research, using the inputs e.g. data collection, analysis etc.

3a. What you deliver

What you produce from your research activities e.g. publications, training programmes.

3b. Impact-Enabling Activities

How you drive outputs to outcomes.

What you change

The meaningful change your research causes for those affected by cancer e.g. increased survival, quality of life, etc.

What impact you have

Working toward a unified goal.

Achieved through bringing about a series of changes to outcome.

3c. Evidence of progress – from outputs to outcomes

This is how you know the research is making a difference e.g. the development of a trial to further examine the research or the submission of a grant application to continue the research.

The recommended approach is to develop the impact plan by working backwards, from goal to inputs. As such, the impact plan should consist of:

5. Goal

4. Outcomes

3*a*. Outputs

3*b*. Impact-enabling activities

3*c*. Evidence of progress

2. Activities

1. Inputs

Please note: Both the PPP/PPI and Scientific Review Panels will review this section. It should be written in a manner that is accessible to both reviewer groups.

Further details on each section of the impact plan follows:

Section	Description & Information
5. Goal	This is the goal of the Irish Cancer Society. It is pre-determined by the Strategy 2020-2025 and cannot be changed. This goal is that 'by 2025, 3 out of 4 Irish cancer patients will survive their diagnosis and everyone affected by the disease will have access to world-class treatment, care, and support. In future, no one in Ireland will die from cancer.'
	This is the goal that all research funded by the Irish Cancer Society should be working towards. Please note, you will not be required to add anything additional to this category of the impact section.
4. Outcome	To reach the above goal, a number of core changes or 'outcomes' must first be accomplished. These outcomes, identified through stakeholder consultation, will drive us toward our goal.
	You must select at least one outcome from the below list:
	— Treatments and diagnostics increase survival.

- ⎯ Treatments and diagnostics increase the quality of life of people affected by cancer.

- ⎯ Increased numbers of patients accessing clinical trials and early access programmes.

- ⎯ Screening increases survival.

- ⎯ Improved care and support increase survival.

- ⎯ Improved care and support increase the quality of life of people affected by cancer.

- ⎯ People affected by cancer feel more empowered in their cancer journey.

You may choose 'other' if you feel strongly that none of the other outcomes covers the potential outcome of your research. If 'other' is selected, then more detail will be required on the proposed outcome.

By targeting a strategic outcome, every funded study funded is contributing to the Society's goal.

3a. Outputs	Planned outputs for the project e.g. publications, newsletters, a website policy document, patents, information leaflets, reports, and training programmes etc. (**150 words max**).
	These are just examples and are not a comprehensive list. The appropriate outputs will vary for each type of project and what outcome has been selected.
b. Impact-enabling activities	An output is unlikely to achieve a desired outcome on its own. Impact-enabling activities bridge the gap between **outputs** and **outcomes.**
	Please detail what activities need to occur for the outputs to impact the identified outcome. When will these activities take place? Information can be provided in narrative or bullet point format (**300 words max**).
c. Evidence of progress	Please detail how you will measure the effectiveness of impact-enabling activities i.e. how do you know your activity made a difference? What evidence can be used to show this? Indicators may be qualitative (descriptive or non-numerical) or quantitative (numerical) (**300 words max**).

2. Activities	Please outline the activities that will take place as part of the research project. As a lot of this has been provided in detail as part of the methodology section of your application, a high-level summary of what will be done over the course of the funding period is sufficient. Bullet points may be used (**150 words max**).
1. Inputs	Please detail the resources needed for the project. As a lot of this has been provided in detail as part of your application, a high-level summary is sufficient. Bullet points may be used (**150 words max**).

i) Budget

All applications should include a detailed budget, with breakdowns of costs and justification for all costs. The Irish Cancer Society does not cover indirect costs or overheads.

Cancer Survivorship Research applicants can apply for a maximum of **€135,000**.

The proposed budget should adequately cover costs for Stipend, Fees, Running Costs, Equipment, Training & Education, Travel & Dissemination, Public & Patient Partnership and Involvement (PPP/PPI). Please note the following budget stipulations specific to the 2026 funding call**:**

- **PhD Stipend** funded at a set rate of €25,000 per year.
- A set provision of €2,000 must be allocated to **PPP/PPI** category.
- Costs for attending conferences must be included for each year in the **Travel & Dissemination** category.
- Costs for at least one research presentation must be included within the proposed budget (e.g., poster printing).
- PhD researchers should plan to attend at least 1 Irish Association for Cancer Research **(IACR) conference** over the duration of their scholarship.

Please consult the Irish Cancer Society Budget Spending and Expenses Guidelines when developing your grant budget (Appendix 2).

Approval of all budget items is at the discretion of the Irish Cancer Society. Any budgeted costs that do not adhere to spending guidelines risk rejection. We therefore strongly recommend you get support from the research office in your chosen host institution when preparing this budget.

Direct costs can be requested for the following budget categories (please refer to **Appendix 2** for further detail):

Budget Item	Details
Personnel: PhD Stipend & Fees	The Irish Cancer Society will fund the stipend of full-time PhD researchers at a <u>set rate</u> of €25,000 per year. Stipends for part-time scholarships should be calculated on a pro-rata basis. Applicants considering part-time scholarships should contact us prior to applying. The Irish Cancer Society will contribute <u>up to</u> €8,500 towards the annual costs of EU or non-EU postgraduate registration fees for up to four years. A reduction in fees permitted by some host institutions in the latter years of the PhD should be considered. The Society will contribute a maximum of €300 per annum towards the cost of an Irish Residence Permit.
Running costs & Equipment	Running costs are costs associated with conducting the principal research activities e.g. materials and consumables, survey costs, travel for participants, transcription costs, etc. The Irish Cancer Society will allow researchers to purchase small equipment items up to a maximum value of €3,000. Strong justification must be provided for each equipment item, and a rationale must be given as to why this item is not already available to the researcher at their host institution. Only equipment items that are specific to the research project will be allowed. All costs must be inclusive of VAT, where applicable.
Training & Education costs	Education and training for the PhD researcher may be budgeted. This may include attending courses, workshops, professional development training, etc. Include any training-related travel and accommodation costs here.
Travel & Dissemination costs	Costs associated with research dissemination may be budgeted e.g., poster printing, open-access publication costs, engagement events, conference attendance, etc. Include any dissemination-related travel and accommodation costs here. Conference attendance must be included within each year of the budget. Costs for at least one research presentation must be included within one year of the proposed budget (e.g., poster printing). PhD researchers should budget to attend at least 1 Irish Association for Cancer Research (IACR) conference over the duration of their scholarship.

PPP/PPI costs	A minimum provision of €2,000 must be budgeted for involvement activities.
	Research participation costs (e.g. participant travel) should not be included here, as these form part of the running costs of the research project.
	Please see Appendix 3- Public and Patient Partnership (PPP) in Research Guidelines, when developing a PPP/PPI budget.

Please Note: Justification of the costs proposed for each budget item is required. Supporting images of estimated costs (e.g. travel and accommodation costs) may be required.

j) Validation Summary

The validation summary page will notify you of any incomplete sections. You will not be able to submit the application until all required fields are complete.

5. Submission of the Application

The application is ready for submission once the form has been validated on the validation summary page. This will also highlight any supervisors who have yet to confirm their participation. Once the application has been validated, it can be submitted by the PhD researcher. The application will then be routed to all signatories (primary supervisors) for final sign-off.

The application will not be received by the Irish Cancer Society until all signatories (primary supervisors) have approved it.

All signatories must approve the application before the application deadline [3pm, Tuesday 7th April 2026]. It is the responsibility of the PhD researcher to ensure that signatories are given sufficient time to approve the application before the deadline. Late or incomplete applications will not be accepted.

Application Checklist:

- ✓ Completed Application Form
- ✓ Applicant CV
- ✓ Letter of Reference (<u>not</u> member of supervisory team)
- ✓ Supervisor CVs (2x Primary Supervisors)
- ✓ Declaration of Support (2x Primary Supervisors)
- ✓ Declaration of Support (Host Institution- Head of Department/Head of School)
- ✓ Gantt Chart
- ✓ Relevant confirmations and signatures

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6. Application Assessment [Stage 1 of 2]

The Irish Cancer Society bases its funding decisions on the recommendations of an external review panel. However, the Society withholds the right to reject any funding application at its own discretion.

Incomplete, ineligible, or late applications, or those which do not use provided templates (e.g., CV, Declaration of Support) will be rejected by the Society and will not proceed to external review.

6.1. Conflicts of Interest

The Society endeavours to ensure that external reviewers are free of any conflicts of interest that might unduly bias the decision-making process.

6.2. Assessment Procedure

Applications will be reviewed by an external panel of international academic/clinical experts (scientific panel) **AND** a panel of experts by lived experience (PPP/PPI panel). Each reviewer will provide scores and feedback on each application, shortlisting the top applicants for consideration.

It is vital that sections reviewed by the PPP/PPI panel are written in **plain accessible language**. Failure to do this may result in the PPP/PPI representatives being unable to accurately score and provide feedback on these sections of your application.

Each section of the application will be scored by review panels as follows:

	PPP/PPI Review Panel	Scientific Review Panel
Application Outline	X	✓
Applicant Details		
Applicant CV	X	✓
Personal Statement	✓	✓
Letter of Reference	✓	✓
Supervision		
Supervisor Details	X	✓
Supervisor CVs (x2)	X	✓
Declarations of Support (x 2 Supervisors)	X	✓
Research Programme		
Research Project Details	X	✓
Gantt Chart	✓	✓
Declaration of Support (Host Institution)	X	✓
Mobility Element	X	✓
PPP/PPI Plan		
Plain Language Summary	✓	X
PPP/PPI Plan	✓	X
Sharing Research Findings	✓	✓
Research Impact Plan	✓	✓
Budget*	X	X

* Review panel will be asked to provide feedback on budget, which will be taken into consideration. Approval of all grant budget items is at the discretion of Irish Cancer Society.

<u>Scientific Reviewer Scoring:</u>

When scoring applications, scientific reviewers will consider the following:

- Strength and suitability of the research environment to support the applicant in their research and career progression.
- Scientific merit of the proposed research, including feasibility of the proposed research, methods of research, and any ethical considerations.
- Potential impact of the proposed research.

Scientific review panel scoring will be weighted as follows:

	% of Scientific Score
Applicant Details	20
Supervision	10
Research Programme	50
Mobility Element	10
Sharing Research Findings/Impact Plan	10
Total	**100**

<u>PPP/PPI Reviewer Scoring:</u>

When scoring applications, PPP/PPI reviewers will consider the following:

- Clarity and feasibility of PPP/PPI plan (e.g., use of local resources, genuine involvement of people affected by cancer, relevant stakeholders included).
- Applicant demonstrates clear understanding of the value of involving people affected by cancer in their research.
- PPP/PPI activities are not tokenistic; constitute true partnership, not simply participation/engagement.
- Methods for sharing research findings are inclusive and appropriate.
- Potential impact of the proposed research.

PPP/PPI review panel scoring* will be weighted as follows:

	% of PPP/PPI Score
Applicant Details	20
Plain Language Summary & Gantt Chart	30
PPP/PPI Plan	40
Sharing Research Findings/Impact Plan	10
Total	**100**

* Please note: PPP/PPI reviewers are given an opportunity to comment and provide feedback on the overall application, including sections they do not score.

6.3. Assessment Outcome

The deadline for applications is **3pm, Tuesday 7th April 2026**. Eligible applications submitted prior to this deadline will be reviewed.

As per the timeline provided, application reviews (*Stage 1*) will take place throughout April/Early-May 2026. Review scores and comments will be collated for discussion at a review panel meeting, and applications will be shortlisted to progress to interview.

Applicants will be informed of the *Stage 1* outcome by email in Late-May 2026. Reviewer feedback will be available to all applicants on request. Applicants shortlisted for interview (*Stage 2*) will be given at least 2 weeks' notice to prepare for interview guided by reviewer feedback.

7. Interviews [Stage 2 of 2]

Shortlisted applicants will be invited to attend an online interview in mid-June 2026 (date to be confirmed closer to the time). The interview panel will be made up of scientific and PPP/PPI reviewers, in addition to an Irish Cancer Society representative to manage proceedings and record outcomes.

Applicants will be asked to present a summary of their project, including a response to review panel comments/feedback from the application review stage. This will be followed by a question-and-answer session. Applicants (PhD researchers) will be expected to demonstrate a detailed and critical understanding of their proposed research programme, as well as plans for sharing research findings, PPP/PPI, and research impact.

The final funding decision will be collectively decided by the scientific and PPI review panels.

8. Contact

If you require assistance with the online grant management system or have any questions about the **Cancer Survivorship Research** funding call, please contact the Irish Cancer Society Research Department:

Email: grants@irishcancer.ie

FAO: Dr Sarah Tighe

Appendix 1: Frequently Asked Questions (FAQs)

PhD Research Scholarship Award 2026

Table of Contents

Who can apply?

1. **I have a degree. Am I eligible to apply?**

   Yes, this award is open to all graduates with a relevant background in either the translational biomedical, clinical research or survivorship space, e.g. biomedical sciences, pharmaceutical sciences, nursing, mid-wifery, psycho-social, occupational therapy, psychology, dietetics, radiology, genetic counselling, physiotherapy, speech and language therapy, life sciences, dentistry or medicine graduates. If you have any further queries about your eligibility, email grants@irishcancer.ie for guidance.

2. **I have a degree in a translational/biomedical area (e.g. microbiology) but I am interested in conducting a Survivorship project. Can I apply to the Survivorship stream?**

   No, you must have obtained or expect to obtain a degree that is relevant to the stream you are applying for. All applicants will be assessed for eligibility.

3. **Can a researcher with only a 2.2 honours degree or lower apply for a Scholarship?**

   No, you must have obtained (or expect to obtain) a first or upper second class honours bachelor's degree to apply for a scholarship.

4. **I received a 2.2 in my undergraduate degree but received a distinction- or merit-level master's degree, am I eligible to apply?**

   Yes, you can apply if you have a distinction- or merit-level master's degree.

5. **Are the scholarships available for researchers to study abroad?**

   No, the research must take place at a HRB-approved host institution in the Republic of Ireland, as outlined in our guidelines. A national or international mobility element is included in this Scholarship, which permits a short international secondment for up to 3 months. The mobility element should

be conducted within the first 3 years of the scholarship and must be organised by the PhD researcher and their supervisory team.

6. **Are non-Irish citizens living in Ireland eligible to apply?**

   Yes, if you are a non-Irish citizen but are eligible to study in Ireland, and you meet the eligibility criteria, you can apply for a Scholarship. It is the applicant's responsibility to ensure they are eligible to study in Ireland – please contact your proposed institution for further details.

7. **I completed my Bachelor's and/ or my Master's internationally. How do I translate my grades?**

   Please contact the international office of those universities as they are best placed to advise.

8. **I am completing the application but cannot find my current institution on Grant Tracker. What do I do?**

   Please email grants@irishcancer.ie with your reference number and current institution details.

9. **Are Scholarships open to individuals looking to research in Northern Ireland?**

   No, applicants must be based at a HRB-approved host institution in the Republic of Ireland (see application guidelines for detailed list). However, research proposals which involve international data collection (e.g., Northern Ireland) may be considered. Please direct specific queries to grants@irishcancer.ie.

10. **Can I apply for funding if I have already commenced my PhD?**

    No, you can only apply for a scholarship if you have not yet commenced your PhD.

11. **Is there an upper age limit to the application?**

    No, there is no upper age limit.

12. I completed my undergraduate degree a number of years ago, am I still eligible?

You will be eligible if you have been working in a field relevant to your proposed PhD study *i.e.* displaying maintenance of the skills and knowledge gained during your undergraduate studies. To discuss eligibility in such cases, please contact grants@irishcancer.ie.

13. Can medical doctors apply for the PhD Scholarship?

Yes, medical doctors may apply for the scholarship.

14. I wish to complete my PhD in 3 years, can I apply?

Yes, the Scholarship may be completed over 3 or 4 years in a full-time capacity. Please check with your proposed Host Institution to confirm if it permits PhDs of 3 years.

15. If I apply to the Irish Cancer Society PhD Scholarship and another scholarship, will this negate my application?

No, you can apply to both scholarships. However, if you are awarded both scholarships, you must withdraw one. We cannot double-fund one PhD project.

Research Project Eligibility

1. **What type of projects are eligible?**

   All proposals must be aligned with the Irish Cancer Society Strategy (please ensure you refer to this document prior to submitting an application). Proposed projects must address our strategic priorities AND align with one of the following research themes: a) translational biomedical research, b) clinical trials/clinical research or c) survivorship. Projects may also address strategic priorities. Please refer to the Application Guidelines document for further information on this call. If you are unsure of your project eligibility, please contact grants@irishcancer.ie

2. **I am unsure if my project is eligible, how do I ask for advice?**

   If you have any concerns please contact grants@irishcancer.ie.

3. **Can the Irish Cancer Society provide a list of eligible projects?**

   No. The onus is on the potential researcher to develop their project with the help of their proposed supervisor.

Supervision

1. **Does the Irish Cancer Society have a list of supervisors I can reach out to?**

   No, it is the responsibility of the researcher to identify and contact their desired supervisor. If you are unsure of who contact, you could search for labs within the Republic of Ireland who are carrying out cancer research that interests you; or reach out to your course coordinator and other relevant personnel at your preferred host institution.

2. **Can a supervisor sponsor more than one researcher for separate projects who are both applying for a Scholarship?**

   Yes, a supervisor can sponsor more than one scholarship applicant.

3. **Can a supervisor sponsor a project more than once but with different applicants who are both applying for a Scholarship?**

   No, a project cannot be submitted more than once. Applications with the same project from different applicants will be automatically discounted.

4. **Is it necessary to have two supervisors?**

   Yes, two supervisors must be identified when completing your application through the Irish Cancer Society Gateway Grant Tracker online system. The primary supervisor may be able to suggest a secondary supervisor.

5. **What is the purpose of having two supervisors?**

   It is often good practice for there to be two supervisors for every researcher, as it provides back up for those situations where one supervisor is ill, leaves, or issues arise with the supervisor-researcher relationship. In addition, it can provide breadth and support to the project. It is important that all supervisors are aware that they have a responsibility for the researcher and there is no scope for nominal supervision.

The role of each supervisor will vary according to the research project. In many cases one supervisor will play a major role in directing the research and the role of the second supervisor will be more supportive. However, both supervisors have a responsibility for the researcher's progress and will be expected to take an active role in the supervision process.

One supervisor may have a minimum of 1 year's post-doctoral experience. In this case, we are encouraging more junior members of research teams to be actively involved in the research project and to be recognised as a supervisor.

6. **Can there be more than two supervisors?**

   You can include additional/secondary supervisors, but they must have a documented and active role in the research as collaborators. Such proposed relationships should be described in the application.

7. **Can I have a clinical supervisor (M.D. only)?**

   Yes, but only as an additional/secondary supervisor. Your two primary supervisors must hold PhDs.

8. **Do supervisors need to be permanent members of staff?**

   The most experienced supervisor must hold a post at the proposed host research institute that covers the duration of the scholarship.

   Ideally the second supervisor should also hold a contract for the duration of the PhD. However, given this person is only required to have 1-year postdoctoral experience, we will consider supervisors who can demonstrate at least 1-year commitment to the supervision of the researcher throughout the whole study period.

   It is the responsibility of the applicant to ensure that their supervisors also meet the host institution's requirements for a research supervisor.

9. Why do I need to submit CVs for my two proposed supervisors as part of the application process?

The research track record of the supervisors, relative to their career stage, will be assessed as part of the overall research scholarship application.

Funding and Fees

1. **Is there an overall limit for the amount of funding granted?**

    The total value of the Irish Cancer Society PhD Scholarship 2026 covers stipend, fees, running costs, equipment, materials, training, travel & dissemination, Public and Patient Partnership (PPP), and Mobility Element.

    Total funding for the **Translational** Biomedical and Clinical Research Award is **€190,000** (€185,000 Project Budget & €5,000 additional Mobility Element).

    Total funding for the **Survivorship** Research Award is **€140,000** (€135,000 Project Budget & €5,000 additional Mobility Element).

    The mobility element funding is worth up to a maximum of €5,000 and will be available to successful applicants This important element is intended to provide awardees experience that goes beyond the traditional research environment in developing the awardee's career. In order to encourage well-rounded researchers with varied experiences, applicants are required to develop a mobility or capacity building element as part of their award application.

    Please note that full details of budget guidelines are provided in the full application guidelines and appendices of this funding award.

2. **How many Irish Cancer Society Scholarships are available?**

    There are two Irish Cancer Society Scholarships available in 2026: one for Translational Biomedical and Clinical Research, the other for Survivorship Research.

3. **Does the grant cover host institute overheads?**

    As a charity, the Irish Cancer Society is not in a position to pay for host institution overheads for its research funding.

4. **Are there any budget stipulations specific to this call?**

   Yes, there are multiple budget stipulations to this call:

   - The PhD stipend is set at a rate of €25,000 per year for full-time applicants.

   - A set provision of €2,000 must be allocated to Patient Partnership costs.

   - Translational Biomedical or Clinical projects have a maximum budget of €50,000 for wet-lab consumables and materials.

   - Costs for conference attendance must be included for each year of this Scholarship in the Travel and Dissemination budget. Costs for presentation of research from this scholarship must be included for at least 1 year (e.g., poster printing). All PhD researchers are expected to attend at least 1 IACR conference.

If you have any questions about the budget for this call, please contact grants@irishcancer.ie.

5. **As an international researcher, would the rest of the remaining registration fees be covered by my proposed institution?**

   This award will cover up to €8,500 in PhD registration fees for full-time postgraduate researchers. Please contact the Research Office at your proposed institution as they would be best placed to answer this query.

Application Deadline

1. **When do complete applications need to be in by?**

   Full applications must be submitted online through Gateway Grant Tracker by **3pm Tuesday 7th April 2026**. Applications submitted after this deadline will not be considered. If you have any concerns, please contact grants@irishcancer.ie.

2. **Do the signatories have to approve the application by this deadline?**

   Yes. All signatories (your two proposed supervisors) must approve the application by this deadline. They can do this through their online portal. It is the responsibility of the applicant to ensure that their application is approved by all signatories before the deadline. Please ensure that the application is submitted with sufficient time allowed for the signatory to approve.

Progression to Interview

1. **Will the application review process be exactly as outlined in the guidance document?**

   This document is used for guidance only. The Irish Cancer Society reserves the right to modify the review process. Applicants however will be notified of any relevant modification to the review procedure.

2. **When will applicants find out if they have been invited to interview?**

   Applicants will find out if they have been shortlisted to interview in late-May 2026. Interviews will be conducted in mid-June 2026. Comments from the review of the application will be passed on to applicants, to be addressed during the interview. These interviews will be held virtually.

Start of PhD Research Scholarship

1. **When does the successful Research Scholar commence their programme?**

   Successful PhD researchers are permitted to begin their scholarship from 01 September 2026 (at the earliest). If you have any queries about start dates, please contact grants@irishcancer.ie.

Appendix 2: Research Scholarship Budget Guidelines

1. Introduction

The Irish Cancer Society is the largest voluntary funder of cancer research in Ireland. The majority of the Society's funds are raised from public donations therefore we are committed to ensuring that all funds are budgeted for and used sensibly in line with donor's expectations and the scientific goals of the work. This document should be consulted when completing the grant application for our Ph.D. Scholarship programme 2026.

Bearing in mind that funding from the Society comes from the enormous effort, sacrifice and generosity of the public, it should be a general principle of all budgeting, to get the most value and minimise costs in every way that is reasonable and justifiable.

Please note:

- These guidelines apply to the Irish Cancer Society Ph.D. Scholarships to be awarded in 2026 only

- These guidelines are not an automatic approval for the use of funds from any grant. The Society reserves the right to review expenditure for reasonableness at any time during the research project

- As an Irish charity, the Irish Cancer Society will fund eligible direct costs only. The Society does not pay any overhead contribution to host universities

This guidance document does not represent an exhaustive list and where queries arise that fall outside of the guidance herein, prior authorisation from the Society should be sought by emailing grants@irishcancer.ie.

2. Budgeting for Personnel Costs

a. Ph.D. Researcher Stipend

The Irish Cancer Society will fund the stipend of full-time postgraduate Researchers at a set rate of €25,000 per year.

The funding of part-time Ph.D. Researchers over longer periods of time is permitted for Irish Cancer Society Research Scholarships 2026. Stipends for a part-time Ph.D. Scholarship should be calculated on a pro-rata basis. If considering applying for a part-time scholarship, please contact grants@irishcancer.ie prior to submitting your application.

b. Fees

The Irish Cancer Society will contribute up to €8,500 towards the annual costs of EU or non-EU postgraduate registration fees for up to four years. Some host institutions provide a reduction of fees in the latter years of the postgraduate degree (e.g., a 50% reduction in year 4 of a Ph.D.), and this should be considered when calculating the total registration fees over the four years. The Society is not in a position to fully fund the full registration fees of non-EU applicants. In this instance, it would be the responsibility of the host institution to cover the remaining fee shortfall.

c. non-EU/EEA Visa

The Society will contribute a maximum of €300 towards per annum towards the cost of an Irish Residence Permit. The cost can be included in the Ph.D. budget, where applicable.

3. Budgeting Non-Personnel Costs

a. Research Running Costs

The Irish Cancer Society will allow the payment of reasonable running costs relevant to the specific project. Such costs may include but are not limited to: materials and consumables, research sample costs, access costs, survey costs, costs associated with research participants, transcription costs, data management costs, bench fees etc.

Please note: Travel-based costs specifically associated with the running of the research project, e.g., travel costs associated with research participants, should be outlined in this section, and not in the travel and dissemination section.

All costs must be inclusive of VAT, where applicable. All running costs should be itemised and suitably justified.

b. Small Equipment items

The Irish Cancer Society will allow researchers to purchase small equipment items. However, a strong justification must be provided for each equipment item, and a rationale must be given as to why this item is not already available to the researcher at their host institution. Only equipment items that are **specific** to the applicant's research project will be allowed. Requests for large pieces of equipment will not be funded, nor will the associated costs with the servicing or upkeep of any of the equipment items budgeted. All costs must be inclusive of VAT, where applicable.

i. Computer/Laptop Equipment

The purchase of computer equipment as part of an Irish Cancer Society funded award will be considered for any grant of over 24 months' duration, provided a strong rationale is given at the time of grant application. The maximum allowed contribution from the Irish Cancer Society for the purchase of a computer or laptop is €1,500.

For any individuals conducting a bioinformatics-based Ph.D. Scholarship, the Irish Cancer Society will consider a contribution over the €1,500 threshold. This is at the discretion of the Society and prior approval must be sought at the time of application.

ii. Mobile Phone Budget

The Irish Cancer Society will not generally cover mobile phone expenses of any researcher working on a Society-funded project. However, the Society does acknowledge that for exceptional cases only, the provision of a phone for specific research projects may be required.

The researcher must use the most economical and cost-effective means for purchasing a phone and bill-pay call plan. The Society will cover mobile phone bill costs associated specifically with the funded research project up to a **maximum** of €40 per month. No expenditure outside of the standard call plan allowance will be permitted to be charged to the Irish Cancer Society Research Grant.

Please note: Mobile phones can only be used for specific research purposes only and expenditure will be scrutinised through annual financial reports. It is at the discretion of the Society to request copies of all mobile phone bills and justification of calls.

c. Training and Education Budget

These are the costs associated with the education and training of the Researcher. These include costs relating to technical skills training specific to the research project, e.g., animal handling, statistical analysis.

In addition, costs relating to the long-term career development of the researcher will also be permitted, e.g., personal and professional development training, providing it relates to future research career aspirations.

All costs relating to training must be outlined and justified. When justifying these costs, it is important to provide details on the training type, location and rationale. Please note, for any training elements where travel is required, please detail the travel costs as part of the Travel and Dissemination budget (Section 3d).

d. Travel and Dissemination Budget

i. Travel

These are the costs relating to the travel of the **Researcher** (and is not part of the mobility element). Such costs must be directly related to events/ conferences as part of the research programme and only the Researcher will be eligible to claim these expenses.

As a charitable organisation, we would expect that all costs in relation to travel be reasonable and must be clearly justified. Please note that the Irish Cancer Society will fund Economy-Class flights only.

An example of permitted travel includes but is not limited to: costs associated with attendance at meetings, conferences, patient engagement events, workshops, fostering collaborations etc.

Reimbursement for costs associated with conference attendance will only be provided if the recipient is presenting their specific Society-funded research project in poster and/or oral format. Exceptions may apply for post-graduate Researchers in the first year of study, who would benefit from attendance at a national conference.

The applicant should provide as much detail as possible at the application stage. For example, if planning to attend a conference: the name, location and dates (where possible) of the conference should be detailed, in addition to the reason for attendance. It is encouraged that applicants attend the Irish Association for Cancer Research (IACR) conference, at least once, during their scholarship.

ii. Dissemination

These are the costs associated with the communication and reporting of your research results. Dissemination costs should be clearly planned and articulated as part of your research budget. Such costs may include printing, posters, costs associated and hosting of public awareness events etc. All costs must be inclusive of VAT, where applicable.

iii. Open Access Publication

The Irish Cancer Society encourages publication in open-access journals and publication costs may be included in the 'Dissemination & Travel' budget. Please note, the Irish Cancer Society will not fund any research published in 'predatory journals'. We therefore ask that all researchers be aware of predatory publishers and exercise caution when publishing their research.

e. Public and Patient Partnership Budget

A mandatory **set** provision of €2,000 for specifically costing PPP into grant applications is required in the Irish Cancer Society Scholarship 2026. At the very minimum it is expected that that all costs to Patient Partnership Contributors associated with involvement are covered by the research grant, e.g., bus/train fares, mileage, parking charges, and subsistence. These costs should be outlined as part of the PPP section of your grant application.

Universities will have their own specific rules and policies regarding budgeting and expenditure in relation to PPP costs. We therefore strongly encourage all researchers to consult with their host university and local PPP resource (e.g., PPI Ignite) when completing the PPP section of their application budget.
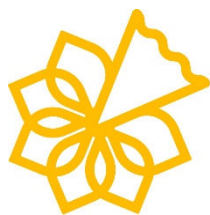
Irish Cancer Society Research

Appendix 3: Public and Patient Partnership (PPP) in Research Guidelines

1. Background

The Irish Cancer Society is committed to putting patients, families, survivors, carers, supporters and the public at the very heart of what we do. In keeping with this commitment, we are embedding Patient and Public Partnership (PPP) in our research processes. The majority of Irish Cancer Society grant calls will require researchers to detail their plans for including PPP in their proposed research. These partnership sections will be reviewed by people affected by cancer (PPP reviewers).

This document is intended as an additional resource on PPP for researchers planning on submitting a grant application to the Irish Cancer Society. Information specific to individual grant calls can be found in the Guidelines to Applicants document for each call.

2. What is Public and Patient Partnership in research?

Interaction with the public and people affected by cancer can be contextualised in the many different ways people with cancer can interact with research, specifically by means of participation, engagement, and partnership outlined below.

Participation

A person with cancer may be recruited into, and take part in, a research study, e.g., a clinical trial, and provide data of some form.

Engagement

Engagement is when the researcher communicates and disseminates research information, for example, at science festivals, public talks, television programmes, or radio.

Partnership

Partnership, often referred to as Public and Patient Involvement (PPI), is distinct from participation or engagement. Where participation and engagement are conducted 'to', 'about', and 'for' people with cancer, partnership is conducted 'with' or 'by' people with cancer[1]. People with cancer can be involved at any stage of the research process, from conceptualisation to dissemination.

Partnership does not refer to researchers raising awareness of research, sharing knowledge or engaging and creating a dialogue with the public. It also does not refer to the recruitment of patients or members of the public as participants in research. However, these different activities – partnership, engagement and participation – are often linked and, although they are distinct, can complement each other[1].

3. Why is PPP important?

PPP is becoming increasingly important in research. The Irish Cancer Society is committed to expanding the partnership with those affected by cancer in the research that the Society funds, and in the funding decision-making process. This commitment is reinforced by the Irish Governments' National Cancer Strategy (2017-2025)[2], which highlighted:

"Patient involvement in cancer research improves the relevance of research questions, the quality, acceptability and feasibility of research conduct and the likelihood of uptake of research outputs."

PPP creates a partnership between people affected by cancer and researchers. It is more than a tokenistic gesture to comply with policy but can provide a real and substantial benefit to all key stakeholders. While not without its challenges, PPP can:

- Promote a sense of empowerment and value among PPP Contributors[3]
- Enhance patient trust in researchers[3]
- Improve researchers' insight into their own research area[3]
- Help researchers identify barriers and come up with solutions to research[3]
- Increase trust and acceptability in the patient community of research findings[3]
- Inform the provision, access, and location of healthcare services[4]
- Improve the dialogue between healthcare professionals and patients[4]

Specific to the cancer setting, partnership may be used by patients as a resource, to make sense of living with a chronic condition[5]. People with cancer report feeling enhanced knowledge and skills from taking part in PPP, as well as feeling they contributed to research by providing a non-scientific perspective (i.e., practical knowledge about affected by cancer)[6].

As such, PPP can be a valuable tool in the research process for both people affected by cancer and researchers, and the Irish Cancer Society aims to continually to build on its PPP work.

4. PPP is a partnership

PPP is about creating a partnership between researchers and people affected by cancer, whereby all contribute collaboratively in varying degrees towards the research process or the research output. Each voice is of equal importance in PPP.

Involving people affected by cancer as early as possible in your planning process, and ensuring on-going clarity about their activities, roles and goals, is crucial to the success of PPP.

Be clear from the outset what will be required from all involved in the partnership activities. A good exercise to do is to complete a role description for PPP contributor along with a description of what your role (the researcher) is with regards to PPP. This is beneficial as it is clear to both the researcher and the person affected by cancer what exactly is involved from both sides from the outset.

Relationship building is fundamental for successful PPP. Having an open and respectful relationship is key to successful PPP It is a good idea to keep in mind this relationship aspect of PPP when designing the PPP plans. A number of different factors are important for a good relationship between the PPP contributor(s) and the researcher(s), examples of these are listed below.

- A good communication, including keeping in touch as needed.
- Showing respect, empathy and understanding.
- Having time for each other and the PPP activities.

5. PPP and the funding process

Most Irish Cancer Society application forms contain sections relating to PPP. These sections will be reviewed by PPP reviewers and in most instances PP reviewers will contribute to funding decisions along with scientific reviewers. As such, the review of applications is undertaken by scientific and PPP reviewers. In doing this, we ensure that the research we fund is of the highest scientific quality, while being relevant and important to people affected by cancer.

PPP reviewers are people affected by cancer including patients, survivors, family members and carers who have all received appropriate reviewer training.

6. PPP Sections in the Application

The following sections give information on PPP sections in application forms. Please note that not all sections outlined below may be in all application forms.

These sections will be reviewed by PPP reviewers. For some grant calls the PPP reviewers will score the sections and provide feedback and for other grant calls the PPP reviewers will give feedback only. This information will be given in the call guidelines.

6.1. Project Summary

A project summary should provide an overview of the research proposal, written in a format appropriate and understandable to your audience. A good summary should describe what you intend to do, why you intend to do it, and establish context. A clear understanding of the research project will allow the PPP panel to effectively evaluate other sections, such as the PPP Plan and Sharing of Research Findings sections.

For some awards, particularly those that include human participants, the PPP panel will review the practicalities and feasibility of the project and its relevance to people affected by cancer. Therefore, it is important to be clear and detailed.

Remember, your audience, who will be people affected by cancer, **may not** have a scientific background. Therefore, ensure the project summary is written in plain language (please see Section 6). However, an important consideration when writing the project summary is to determine the right balance between pitching it to the correct audience and oversimplifying it too much. As such, the summary should be written in clear plain language, but also adequately conveys the details on the research question, research plan and what makes that particular research project important. The abstract may still have some "jargon" or scientific names when necessary, once they are clearly defined in understandable terms.

6.2. PPP plan

The PPP plan should detail how people affected by cancer will be partnered with in the research project. It should be well thought out and as detailed as possible. The PPP plan should be given as much consideration as the scientific sections in the application. It is strongly recommended that plans include specific details such as how many PPP Contributors will be involved, how they will be recruited, what exactly they will be doing, etc.

As with any project, we acknowledge that PPP plans may change over the course of an award, but detailed plans are still sought at the application stage. Please note that activities outlined in the PPP plan are required to be included in the Gantt chart (when a Gantt chart is required as part of the application).

Information on types of partnership:

Partnership can be incorporated into almost any stage of the research process, which should be planned from the very beginning of study design. Some examples of how PPP can be incorporated into research includes (but is not limited to):

- Members of an advisory group for the project
  - Advising on the direction of the research;*
  - Commenting on and developing patient information leaflets, consent forms, questionnaires or other research materials;
  - Commenting on and developing dissemination materials (e.g., conference abstracts, posters, presentations);
- User and/or carer researchers carrying out the research, e.g., conducting interviews, co-facilitating focus groups, assisting in the interpretation of results;
- Involvement in organising and running public and patient engagement activities;
- Input into grant applications.

*Any post-award significant alterations to study design or protocol would need to be approved in advance by the Irish Cancer Society throughout the duration of the research project.

Challenges

- When planning how you will involve PPP, it is important to think about what might go wrong and how you might handle any challenges that arise.
  - A PPI Ready: Researcher Planning Canvas was developed by MacCarthy et al [7], which researchers may find useful when considering potential challenges and how to address them.
- In some instances, PPP Contributors may need psychological support. It is a good idea to identify supports that could be offered to PPP Contributors should they need it.
- PPP Contributors may also need practical supports to be involved. For example, not all PPP Contributors might have easy access to a computer. Offer to post printed copies of information and allow for additional time for people to read information and paperwork. Some people may need to use the phone as opposed to a computer to join meetings. These practical needs should be assessed at the start.

Additional things to consider

- A number of universities within the Republic of Ireland already have dedicated individuals, infrastructure, training, or programmes in place dedicated to PPP

(e.g., PPI Ignite). We strongly recommend that you engage with these local resources when planning how PPP will be integrated into your project.

- Engagement can sometimes be mistaken for partnership (more information on both in Section 2). While engagement activities are important and can often lead to partnership opportunities, it is predominantly partnership that should be outlined in this section. PPP is conducted '**with**' or '**by**' people affected by cancer.
- For Translational Biomedical laboratory-based research it can be difficult to initially envision the practicalities of how PPP Contributors can be involved in a research project in a meaningful way. However, there are a lot of valuable opportunities to involve PPP Contributors in this type of research. Further guidance on PPP in lab-based research can be found here: https://sites.google.com/parkinsons.org.uk/ppi-in-lab-based-research/home

6.3. Sharing of research findings

The Irish Cancer Society is the largest voluntary funder of cancer research in Ireland. Research is conducted primarily for the benefit of people affected by cancer, therefore, a key priority of the Irish Cancer Society is to ensure that the public (including people affected by cancer) are kept up to date on research that it funds. In line with this, it is a requirement that all applicants produce a sharing of research findings plan to include communication of their research to **all** relevant audiences including the public and patients. As part of this section of the grant application, researchers are encouraged to carefully consider the different stakeholders that may be interested in their research, and develop a plan for communicating which each of these stakeholder groups.

It is important to note that while peer-reviewed journals are an important means of communicating research findings to academic researchers, members of the public are less likely to access academic journals.

Some examples of research dissemination and knowledge exchange includes but is not limited to:

- Peer-reviewed journals (open-access is encouraged);
- Dissemination at conferences and meetings;
- Non-peer reviewed professional periodicals, e.g., The Irish Psychologist, World of Irish Nursing;
- Public engagement talks or events, e.g., Irish Cancer Society webinars, Pint of Science, Science Week events, public university talks, etc.
- Newspapers/media e.g., The Irish Times, thejournal.ie, Newstalk;
- Blog posts e.g., professional blog, Irish Cancer Society website;
- Newsletters;
- Online videos and website content.

6.4. Budgeting for PPP

The cost of PPP is dependent on how you plan to embed it into your study, i.e., your PPP Plan. As such, it is difficult to prescribe guidelines on how to budget for PPP. However, at a minimum, it is expected that the out-of-pocket expenses of PPP members associated with partnership are covered by the research grant. Please note, certain calls may have set minimum budgets for PPP – please refer to call guidelines for more information.

Before beginning to budget we recommend that you check that the host institution has appropriate systems in place for the payment of PPP costs and expenses. The host institution may also have specific guidelines in place around budget costs and allowable expenses, we recommend that you check this with your institution before completing the budget.

The steps to PPP budgeting are described below:

Step	Activity
Step 1: Framework selection	Select a framework for mapping partnership costs. This might be the research project cycle (i.e., the step-by-step research process/procedure) or a project timeline (e.g., Gantt chart).
Step 2: Planning your partnership	Make a plan of the partnership activities you intend to incorporate into your research.
Step 3: What are the costs?	For each partnership activity, identify the specific costs for which you will need to budget.
Step 4: How much will it cost?	Estimate the cost or range of costs against each partnership activity. To work out the budget for your study, go to the online cost calculator: https://www.invo.org.uk/resource-centre/payment-and-recognition-for-public-involvement/involvement-cost-calculator/. Please note the online calculator is in Pound Sterling.
Step 5: Mapping	Map the partnership activities onto your selected project framework so that you know exactly when in the project timeline costs are allocated.
Adapted from the UK National Institute for Health Research, Budgeting for Involvement (2013)	

An online calculator is available on the NIHR Involve website: https://www.invo.org.uk/resource-centre/payment-and-recognition-for-public-involvement/involvement-cost-calculator/ . Please note the online calculator is in pound sterling (£), euro conversion rates will apply. **The online calculator is a guiding tool, all costs must be appropriate to costing in the Republic of Ireland and all researchers must verify the costs associated with their PPP plan**.

Costings from all categories of the online calculator will be eligible (see below). However, please note that final approval of all costs is at the discretion of the Irish Cancer Society.

Justification must also be given for all costs. Please note this is not an opportunity to elaborate on details of your PPP plan or sharing of research findings plan, all relevant information on these plans must be in the relevant sections.

PPP budgeting costs:

Costing Category	Related Costs
Payments and rewards	Fees to individuals
	Vouchers/tokens for individuals
	Prize draw awards
	Fee/donation to a group
	Funding for additional training and learning
	Honorary appointment, e.g., lay fellow or research partner
Expenses	Travel
	Subsistence
	Childcare
	Carer costs
	Personal assistants
	Overnight accommodation
	Home office costs
Partnership activity	Finding people/advertising
	Training and learning costs
	Venues and catering
	Equipment and books
	Access to university facilities
	Conference fees

Partnership staffing	Administrative support
	Partnership coordinator
	Independent facilitator
	Peer researchers/interviewers
Other costs	Disclosure and barring service
	language translation and interpretation costs
	Support for people with impairments

Adapted from the UK National Institute for Health Research, Involvement Cost Calculator

Please see the *worked costing examples* below for guidance on creating and budgeting for the PPP plan.

Worked costing example for virtual advisory group:

A researcher wishes to set up a PPP group to advise on dissemination of the research results and assist with writing plain language summaries for grant applications. The researcher is looking for three PPP representatives to form the advisory group. The group will meet for 3 half day virtual workshops over 2 years.

The estimated costs associated with the advisory group are as follows:

Category	Detail	Quantity	Cost	Total
Virtual Meetings	Online meeting platform used by institution for example Zoom. No cost as institute pays for the licence.	1	€0	€0
Advisory group honorarium	Fee for attending virtual advisory group/workshops	3 x 3= 9 (3 representatives x 3 meetings)	€100	€900
TOTAL COST				€ 900

All costs were calculated in the Republic of Ireland as of January 2021.

Worked costing example for in-person advisory group:

A researcher wishes to set up a PPP advisory group to advise on dissemination of the research results and assist with writing plain language summaries for grant applications. The researcher is looking for three PPP Contributors to form the advisory group. The group will meet for 2 half day in-person meetings and 1 virtual meeting over 2 years.

The estimated costs associated with the advisory group are as follows:

Category	Detail	Quantity	Unit Cost	Total
Travel	Local travel in Dublin (1 representative x 2 meetings)	1 x 2= 2	€8	€16
	Travel from outside of Dublin	2 x 2= 4 (2 representatives x 2 meetings)	€40	€160
Advisory group payment x 2	Fee for attending advisory group meetings)	3 x 3= 9 (3 representatives X 3 meetings	€100	€900
Virtual Meetings	Online meeting platform used by institution for example Zoom. No costs as institute pays for licence.	1	€0	€0
Venue costs	University meeting room cost No cost as at host institute.	1	€0	€0
Catering costs	Lunch for attendees (€10 per person/per meal	3 x 2= 6 (3 representatives x 2 meetings)	€10	€60
TOTAL COST				€1,136

All costs were calculated using estimated costs for train tickets, hotels, and so on in the Republic of Ireland as of January 2024.

Please note: This budget is for specific costs associated with partnership only. If part of your PPP plan is that PPP Contributors will organise an event or dissemination materials, the budget for these must be incorporated into the dissemination category of the main grant budget.

7. Writing in plain language

As outlined in Section 6 the project summary should be written in plain language. There are many online resources available to guide you in writing an effective plain language summary. Some of these resources are listed in Section 9 of this document.

<u>Here are some general notes on how to write in plain language:</u>

- People affected by cancer are not scientists (usually) and knowledge should not be assumed. Avoid using technical language or scientific terminology. Use everyday words to communicate your point and explain the science.
- While language should be understandable, it should not be dumbed down. It may be necessary to use scientific words and jargon in order to convey why your research is special, but be sure to explain it thoroughly and be consistent in its use.
- Use short clear sentences.
- Use paragraphs.
- Make sure grammar, punctuation, and spelling are accurate.
- Bullet points (like these ones) can make it easy to digest a lot of information.

8. Contact

If you have any questions relating to PPP please contact ppi@irishcancer.ie.

9. Additional Resources
General Resources:

- INVOLVE – UK National Institute of Health Research (NIHR) initiative to support PPI. *http://www.invo.org.uk*
- National Standards for Public Involvement. https://www.invo.org.uk/posttypepublication/national-standards-for-public-involvement/
- NALA (National Adult Literacy Agency). *https://www.nala.ie*
- Access to Understanding: Promoting public understanding of biomedical and health research. *http://www.access2understanding.org*
- Versus Arthritis: Patient & Public Involvement, A researcher's guide. *https://www.versusarthritis.org/media/1373/patient-and-public-involvement-booklet.pdf*

Writing a Plain Language Summary:

- Duke, M. (2012). How to write a lay summary. *http://www.dcc.ac.uk/sites/default/files/documents/publications/HowToLaySummariesDec2012.pdf*

Communicating to Patients:

- NHS England. Language Matters: Language and Diabetes. *https://www.england.nhs.uk/wp-content/uploads/2018/06/language-matters.pdf*

Writing in Plain Language:

- NALA (National Adult Literacy Agency). *Writing and Design Tips.* *https://www.nala.ie/wp-content/uploads/2019/08/Writing-and-design-tips.pdf*

Budgeting for PPI:

- INVOLVE PPI Involvement Cost Calculator. *https://www.invo.org.uk/resource-centre/payment-and-recognition-for-public-involvement/involvement-cost-calculator/*

10. References

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6) Froggatt, K., Preston, N., Turner, M., & Kerr, C. (2014). Patient and public involvement in research and the Cancer Experiences Collaborative: benefits and challenges. BMJ Supportive & P Care, 5, 518–521.
7) MacCarthy, J., Guerin, S., Wilson., A and Dorris, E. (2019). Facilitating public and patient involvement in basic and preclinical health research. PLoS One, 12(5)

Appendix 4: Research Impact Framework (RIF)

Table of Contents

1. Introduction

1.1 Purpose

The Research Impact Framework (RIF) is a guide on research impact for those applying for funding from the Irish Cancer Society and for grant holders who currently hold an Irish Cancer Society funded award.

Its purpose is to **help maximise the impact of the research that the Irish Cancer Society funds through our grants scheme.**

Creating impact from the research that we fund has always been of great importance to the Irish Cancer Society. This RIF pulls together previous information and guidance on impact into a single document.

The RIF is the central Irish Cancer Society guidance document on research impact.

It is intended to support researchers to understand, plan for, deliver, and demonstrate research impact and to enable the Irish Cancer Society to facilitate, understand, and communicate the impact of Irish Cancer Society funded research.

It should act as an important reference point for grant applicants, grant holders, and the Irish Cancer Society to ensure that impact remains a focus before, during, and after a funded research project is completed.

Please note that each successful award will have terms and conditions (T&Cs) specific to that award. These T&Cs will cover many of the same areas as this document but the specific terms may be slightly different. Precedence is given to the T&Cs specific to each award.

1.2 What is research impact?

Broadly speaking, research impact is the demonstrable contribution that research makes to society; the real-life impact that research can have on people affected by cancer.

For the Irish Cancer Society, research impact is defined as **'research being used to bring about a positive change to the lives of people affected by cancer.'**

We recognise that the impact is specific to each project and can be varied; impact can occur over different timescales, from the short- to the long-term. However, all forms of impact are important to the Irish Cancer Society and we must work in partnership with researchers to not only achieve and measure impact, but also communicate it.

1.3 Why is impact important?

The Irish Cancer Society receives the vast majority of its income from donations. People donate to us because they want to make a difference to the lives of those affected by cancer.

Therefore, it is our duty to our donors to ensure that the research we fund does just that - makes a difference.

It is very important that the research we fund is always working towards making an impact on the lives of those affected by cancer. It is equally important that we can communicate this impact to our donors to let them know how their donations have made a difference.

The Irish Cancer Society's vision is:

'3 out of 4 Irish cancer patients will survive their diagnosis and everyone affected by the disease will have access to world-class treatment, care and support. In future, no one in Ireland will die from cancer.'

In working towards this vision, we must strongly focus on maximising the impact of our funded research, in particular, putting an emphasis on achieving outcomes that will ultimately contribute to realising this goal.

2. Research Impact Framework

2.1 Framework overview

The RIF describes how the Irish Cancer Society approaches research impact in four sections:

Framework Principles - How the Irish Cancer Society and researchers will work together. This is a set of principles that underpin how the charity will work in partnership with grant holders to maximise research impact.

Theory of Change - What the Irish Cancer Society is aiming to achieve. The 'goal' and the 'outcomes' (changes that need to happen in order for that goal to be achieved), to which all research projects funded through the grants scheme should aim to make a contribution; this is articulated in the 'Theory of Change'.

Impact Plan - How impact should be planned by researchers at the application stage.

Impact Reporting - How the progress of achieving impact will be monitored by the Irish Cancer Society.

2.2 Framework principles

The research impact principles frame the relationship that the Irish Cancer Society want to have with all of its grant holders.

By having these principles, it allows us all to work from the same page from the very start. They are designed to ensure the best levels of support, partnership, and mutual understanding, with the ultimate aim of maximising research impact.

Table 1

Principle	Principle in practice
1. Working in partnership	Partnership is the best way to ensure maximum impact and this is a two-way relationship. The Irish Cancer Society will contribute internal expertise and networks to support and promote the research. Grant holders will work with the Irish Cancer Society to maximise the benefit of research to people affected by cancer.
2. Involving the public and people affected by cancer	Grant holders will need to carefully consider how the public and people affected by cancer can be meaningfully involved in their research. The Irish Cancer Society requires that public and patient involvement (PPI) is included in the research projects that we fund. The Irish Cancer Society can provide guidance and training on how to include PPI in grant applications and projects.
3. Regular communication	Grant holders will maintain an ongoing dialogue with the Irish Cancer Society through regular reporting. Reporting schedules will be determined for each grant and will be detailed in the special Terms and Conditions of their contract. Outside of these reports, we encourage regular communication with our grant holders. The Irish Cancer Society will provide a named contact for each grant and will respond promptly to queries, issues, or updates.
4. Dissemination and engagement	Grant holders will inform the Irish Cancer Society of any dissemination or engagement activities planned as soon as possible. The Irish Cancer Society's Research and Communication Departments will support grant holders to communicate their research in an accessible way, especially for people affected by cancer, donors, and the general public. Grant holders will work closely with the Irish Cancer Society (e.g. Communications and Fundraising) to plan and undertake communication activities and attend engagement events run by the Irish Cancer Society to raise awareness of their research and its findings. It is expected that grant holders will engage with, and participate in, Irish Cancer Society engagement, dissemination and awareness activities relating to outputs funded by the Society throughout the lifetime of their grant and following the cessation of the grant. Grant holders must accurately represent the Irish Cancer Society

	and their research outputs. In order to facilitate this arrangement, grant holders contact details may be shared with the communications team within the Irish Cancer Society.
5. Open access	Open access to research outputs are an important way of maximising the impact of research. Grant holders are strongly encouraged to share their research outputs (not just publications, but also datasets and other outputs) with the wider research community, the public, and other audiences as appropriate. The Irish Cancer Society will support open access publication costs where requested for in a grant's budget
6. Long term impact monitoring	Impact can take a long time to emerge, often beyond the timescales of a research project. The Irish Cancer Society will want to work with grant holders to monitor impact both during and beyond the grant-funding period. Each year, all grant holders must complete a mandatory Impact Census to help researchers take stock of their achievements and to allow The Society to monitor research impact. Grant holders are encouraged to maintain longer-term contact with the Society through its research community.

3. Theory of Change

A Theory of Change, in simple terms, is a method of showing how activities create outcomes (or change), often in diagram form. This is the methodology that the Irish Cancer Society will use to measure impact.

The *Theory of Change method* provides a clear structure for the progression of research towards achieving impact (or a goal). It defines long-term goals and then maps backward to identify necessary outcomes, impact-enabling activities, outputs, activities, and inputs.

Applicants to the Irish Cancer Society grant schemes will be required to provide an impact plan at application stage. The key factors to be considered in the impact plan are mapped off the structure of the Theory of Change diagram.

The Theory of Change is set out in diagram form in **Figure 1.**

The goal and outcomes for all impact plans submitted to the Irish Cancer Society will remain the same. These are detailed in **Figure 1** and are explained in more detail in Section 4.
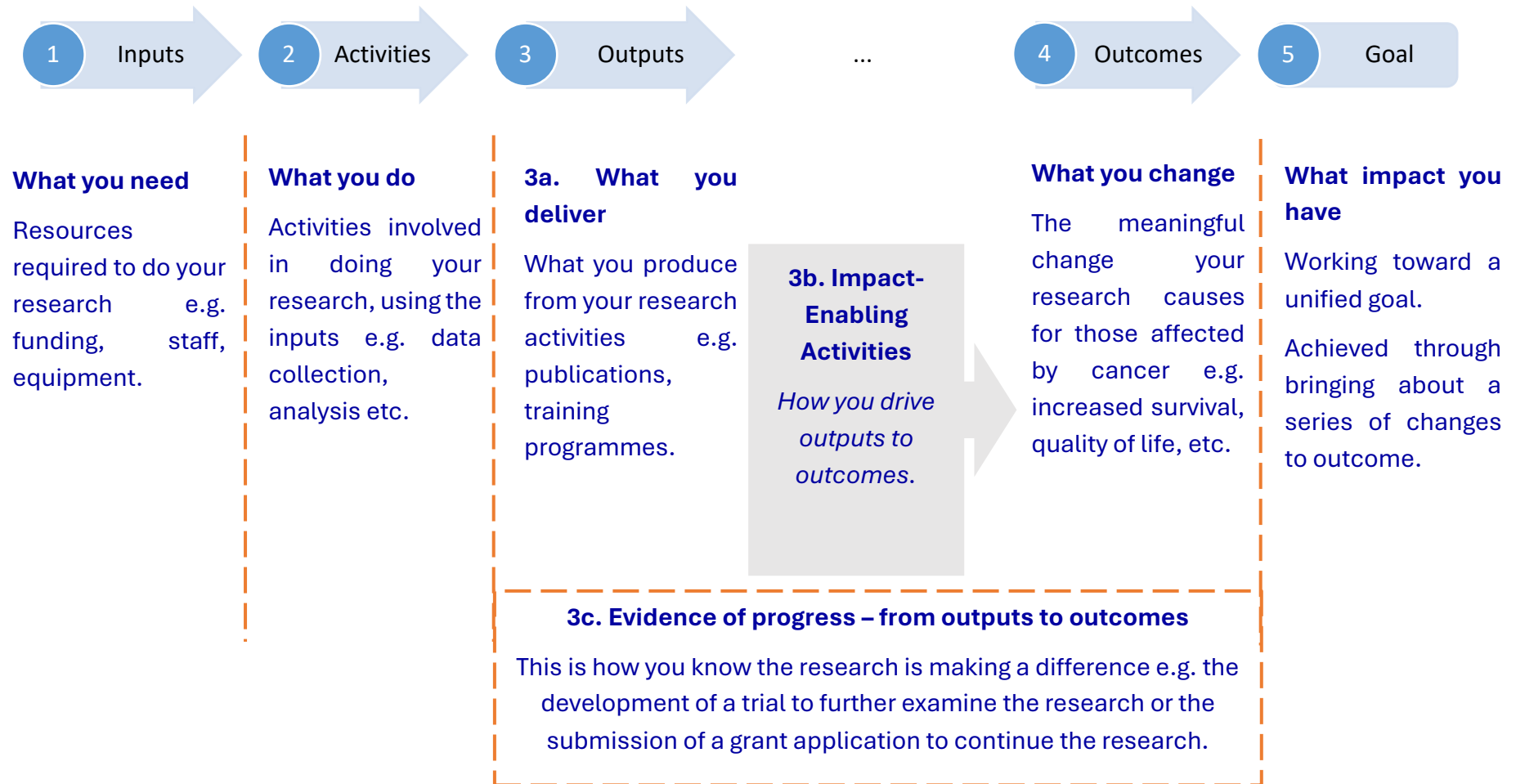
1 Inputs   **2** Activities   **3** Outputs   ...   **4** Outcomes   **5** Goal

What you need

Resources required to do your research e.g. funding, staff, equipment.

What you do

Activities involved in doing your research, using the inputs e.g. data collection, analysis etc.

3a. What you deliver

What you produce from your research activities e.g. publications, training programmes.

3b. Impact-Enabling Activities

How you drive outputs to outcomes.

What you change

The meaningful change your research causes for those affected by cancer e.g. increased survival, quality of life, etc.

What impact you have

Working toward a unified goal.

Achieved through bringing about a series of changes to outcome.

3c. Evidence of progress – from outputs to outcomes

This is how you know the research is making a difference e.g. the development of a trial to further examine the research or the submission of a grant application to continue the research.

Figure 1. Theory of Change shown in diagrammatic form. The examples of each key factor are only for illustrative purposes and are not comprehensive.

4. Impact Plan

As mentioned in Section 3, at the application stage for the majority of the Irish Cancer Society awards, applicants will be required to complete an impact plan based on the Theory of Change model.

The purpose of including an impact plan at the application stage is to focus all projects on working towards achieving impact from the outset.

The information provided in the impact plan by researchers at the application stage may be somewhat limited, as the project has not yet started; it can be difficult to predict research results or how a research landscape may change over time. However, it is still important to start thinking about the key steps on the pathway to achieving long-term impact from the start of the project as it will provide a strong foundation for maximising progress towards research impact when a grant gets underway.

There are a number of key factors to consider when developing an impact plan, these are illustrated in **Figure 1** and explained in more detail below (Section 4.1).

At the application stage, the 'Outcomes', 'Impact enabling activities', 'Evidence of progress' and 'Outputs' sections are of particular importance in the impact plan.

For the 'Inputs' and 'Activities' sections of the impact plan, high level information is adequate as information on these sections will be detailed in other sections of the application such as aims and objectives and budget sections.

Please note for funded projects, the level of information required as part of the impact plan will become more detailed as the project progresses (for more information see Section 5).

4.1 Key factors to consider

Please note, the recommended approach is to develop the impact plan by working backwards, from goal to inputs. As such, the impact plan consists of:

5. Goal

4. Outcomes

3a. Outputs

3b. Impact-enabling activities

3c. Evidence of progress

2. Activities

1. Inputs

5. Goal

A goal is an idea of the future or desired result that a group of people or organisation envision. It is the ultimate impact that an organisation wants to achieve.

For the Irish Cancer Society, investing in research is a way of contributing to achieving this goal. Therefore, all Irish Cancer Society grant holders should be working towards achieving this goal.

For impact plans required by the Irish Cancer Society, the goal is the Society's vision:

'Everyone affected by cancer will have access to world-class treatment, care and support. In future, no one in Ireland will die from cancer.'

4. Outcomes

Achieving impact or a goal can be complex, take time and involve change in a number of different factors. **Outcomes are factors that need to change in order for that goal to be achieved.**

Demonstrating that impact has been achieved can be difficult and it is often inferred by looking at changes in outcomes.

There are **7** key outcomes that the Irish Cancer Society work towards in order to ensure that Irish patients benefit from world class research.

These outcomes tie into the Irish Cancer Society strategy and are outcomes we have identified that will help us achieve our ultimate goal. Like the goal, these outcomes are pre-determined for all applicants. Applicants should select one or more of these specific outcomes for their research project.

It is important to start thinking about the pathway to impact from the start of the project. This will provide a strong foundation when a grant gets underway. As such, plans should be as comprehensive and considered as possible. The recommended approach is to develop the impact plan by working backwards, from goal to inputs

While the direction of the research may change over time or may not succeed in its original objectives, linking the research to (at least) one of the framework's outcomes sets the direction of the research in the context of what is important to the Irish Cancer Society.

The outcomes as identified by the Irish Cancer Society are listed in Table 2. There is no particular hierarchy to the order of these outcomes, all of them contribute to the goal.

Applicants will also be asked to detail why they have selected the outcome(s).

Table 2

Irish patients benefit from world class cancer research
Treatments and diagnostics increase survival
Treatments and diagnostics increase the quality of life of people affected by cancer
Increased numbers of patients accessing clinical trials and early access programmes
Screening increases survival
Improved care and support increase survival
Improved care and support increase the quality of life of people affected by cancer
People affected by cancer feel more empowered in their cancer journey
Other*

*"Other" should only be selected by the researcher if they feel strongly that none of the other outcomes covers the potential outcome of the research. If other is selected, then more detail will be required on the proposed outcome.

3a. Outputs

Outputs are quantitative results which are achieved after implementing an activity. Examples of outputs include papers, publications, patents, information leaflets and training programmes.

These are just examples and are not a comprehensive list. The appropriate outputs will vary for each type of project and what outcome has been selected.

The Society recognises that outputs are important for a researcher's career and are encouraged. However, as outlined in section 4 the plan for driving outputs to outcomes is more important in terms of achieving impact from a research project.

3b. Impact-Enabling Activities

An output is unlikely to achieve a desired outcome on its own. Impact-enabling activities bridge the gap between outputs and outcomes. Impact-enabling activities are activities that drive outputs to outcomes. These impact-enabling activities are very important as they support the progression of the research along the pathway to impact.

For example, if a report is published detailing how a service can be improved, the report alone cannot be impactful if it is not shared with the people who make decisions on that service.

Therefore, an activity to drive the report (output) to potentially contribute to achieving an outcome would be to organise a meeting with the decision makers to discuss the report.

Other examples of impact-enabling activities include-

- Partnering with industry to translate findings
- Establishing collaborations to continue the research after funding period ends
- Public engagement campaigns to try contribute to and influence the public or policy discourse on cancer

These are just examples and are not a comprehensive list. The appropriate activities will vary for each type of project and what outcome has been selected.

For many projects the impact-enabling activities will not directly contribute towards achieving the outcome, but may be a step on the pathway to achieving the outcome.

This does not mean that the impact plan should not be ambitious, but constraints of the project should be kept in mind. A well-thought out, ambitious but achievable impact plan is recommended.

Please note the difference between 'Impact-enabling activities' and 'Activities'*.*

3c. Evidence of progress – from outputs to outcomes

An impact-enabling activity can occur, but what is important is what is achieved through the activity.

Evidence of progress means that the impact-enabling activities are progressing the research on the impact pathway towards contributing to an outcome i.e. having a tangible benefit outside the lab or academia.

The type of evidence a grant holder will collect will depend on the impact-enabling activities and the outcome that has been selected.

Progress evidence can be both quantitative and qualitative. However, quantitative evidence can be difficult to show when it comes to progress towards impact; therefore, in the majority of cases the evidence will be qualitative.

For example, an impact-enabling activity may be organising a meeting with other groups to discuss collaboration to bring the research further. The evidence of the meeting (the impact-enabling activity) progressing the research on the impact pathway would be that the meeting went positively and the groups agreed to collaborate on funding applications to bring the research forward.

This is an example of short-term qualitative evidence- the meeting went positively and the groups agreed to collaborate. An example of longer-term quantitative evidence would be that a grant application was applied for.

Applicants will be asked to consider both short-term and medium-term evidence. Medium-term evidence may only occur after the grant end date.

It can be difficult to envisage what evidence will be needed at the start of a project as plans may change over the course of the project for a number of different reasons. The reason for asking for this information at the application stage is for researchers to identify and plan the appropriate methods for gathering evidence so that relevant evidence is gathered in real-time and that no evidence is lost.

For some projects evidence gathering may start earlier in a project or it may start later, either way it is important to be prepared.

2. Activities

These are the activities that will be undertaken by the researcher as part of the research project. These activities will generate an output.

For the impact plan, the information on the activities can be high level and in most cases the project objectives with a breakdown of what will be done under each objective will be adequate.

Examples of activities in a Translational Biomedical research project include- completing *in vitro* and *in vivo* testing of a drug compound in a cancer model. The output of these activities could be a paper on the results of the research.

Examples of activities in a social and allied health project would be trialling an intervention to increase treatment compliance in cancer patients. The output of these activities could be the publication of a report.

1. Inputs

The inputs of research include the funding needed and resources required to deliver the research. Resources can include personnel, equipment, consumables etc. The inputs allow the activities to take place.

4.2 Format of Impact Plan at application stage

Table 3

Key Factor	Additional guidance
5. Goal	This is pre-determined and will be standard for all the research that we fund.
4. Outcome	There are 7 pre-determined outcomes based on our strategy. It is recommended that you start the impact plan by selecting one of the seven outcomes most relevant to your research. Once this has been selected you can then work backwards from this to complete the other sections. You can select more than one outcome if relevant.
3a. Outputs	Planned outputs for the project.
3b. Impact-Enabling Activities	Impact-enabling activities are activities that drive outputs to outcomes- i.e. progress the research along the impact pathway. What activities need to happen to drive outputs to outcomes? When will these activities take place? The information provided can be a mixture of bullet point and narrative in style.
3c. Evidence of Progress	How will you know that the impact-enabling activities have progressed the research on the path to impact? What evidence can be used to show this? Indicators of evidence may be qualitative or quantitative.
2. Activities	Activities that will take place as part of the research project. A high-level breakdown of what will be done under each objective will be adequate. Bullet points can be used.
1. Inputs	Resources needed for the project- high level information is adequate and can be in bullet points.

Please note, you can find worked examples in section 6.

5. Reporting to the Irish Cancer Society on Impact

An impact plan has been required as part of the application process for the majority of the Irish Cancer Society awards from early 2021 onwards.

It is important both for the Irish Cancer Society and for grant holders to be able to demonstrate evidence of progress in the impact plans.

Therefore, grant holders will be required to give an update on the progress of their impact plan in their **reports** to the Irish Cancer Society and complete an annual **Impact Census**. The schedule of reporting will be determined by the T&Cs of the award. Generally, reports are required annually, for shorter awards a 6-month report may also be requested.

Progress in the first report will be monitored according to the original impact plan submitted as part of the original application. Progress in the second report will be monitored according to the progress in the first report and so on.

More detailed information will be required as the project progresses. The impact plan may change during the grant period in response to both the research findings and changes in the wider research landscape. Any changes in the impact plan must be detailed and explained in the progress reports.

Two additional sections will be part of impact reporting in the progress reports-

- **Progress on the path to impact**
- **Plans for next reporting period**

5.1 Progress on the path to impact

Grant holders will be asked to update on the progress of the research on the path to impact.

Grant holders must update on the contribution that the enabling activities have had to an outcome. This will be done by detailing the evidence that the impact-enabling activities have contributed to an outcome.

This evidence will have been gathered throughout the project. The method and type of evidence gathered will be identified in the impact plan at application stage. Both quantitative and qualitative evidence may be given. However, as it is often difficult to quantify 'contribution' it is more likely that the evidence will be qualitative and the information in this section will be narrative in style.

In addition, impact-enabling activities may not have directly contributed to an outcome. In these cases, what we are looking for in this section is evidence that the research is progressing towards contributing to an outcome.

5.2 Plans for next reporting period

Grant holders will be asked to detail the impact-enabling activities for the next reporting period and how evidence of progress will be gathered.

It is important to take stock of the research that has already been carried out and think about where the research is headed. Research plans can change overtime and it's vital that these changes are reflected in the plans for the next reporting period. Maximising the impact of research should be at the forefront of all future research in order to ensure that research funded by the Irish Cancer Society has as much impact on the lives of those who are affected by cancer as possible.

5.3 Format of Impact Reporting for funded project

Below is an example of impact reporting in a funded project. Please note this example is for indicative purposes only.

Table 4

	Additional guidance
Title	Project title
Goal	Is set and cannot be changed
Outcome	Set at application stage.
Outputs	Update on outputs for the project planned activities and any new or changed activities. If outputs have changed or new outputs added an explanation must be given.
Impact-enabling activities	Update on activities. Information will be required on status of planned activities and any new or changed activities. If activities have changed or new activities added an explanation must be given.
Evidence of progress	Has the research progressed on the path to being impactful? What evidence can you provide to illustrate this? Has the impact-enabling activities contributed to achieving the outcome directly or indirectly?
Plans for next reporting period	Impact-enabling activities for the upcoming reporting period.
Activities	Can remain the same from application stage. Details will be required if the activities have changed and these changes affect the impact plan.
Inputs	Can remain the same from application stage. Details will be required if the inputs have changed and these changes affect the impact plan.

5.4 Working with the Irish Cancer Society to communicate impact

As detailed in the Framework Principles (Section 2.2) it is encouraged that grant holders work in partnership with the Irish Cancer Society to maximise the potential of the research to benefit people affected by cancer. Therefore, a member of the research team will be available to work with you on your impact plans throughout the duration of your project. Regular communication is strongly encouraged.

Impact can take a long time to emerge, often beyond the timescales of a research project. The Irish Cancer Society will also want to work with grant holders to monitor impact both beyond the grant funding period. Grant holders are encouraged to maintain longer term contact with the Society through its research community.

5.5 Impact Census

Research impact and output monitoring is an important strategic priority[1] for the Society. The Irish Cancer Society receives the vast majority of its income from donations. People donate to us because they want to make a difference to the lives of those affected by cancer. Therefore, it is the Society's duty to our donors and to all people affected by cancer in Ireland to ensure that the research we fund does just that- makes a difference.

For the Irish Cancer Society, research impact is defined as:

'research being used to bring about a positive change to the lives of people affected by cancer'.

It is crucial that the research we fund is always working towards making a positive impact on the lives of those who are affected by cancer. It is equally important that we can communicate this impact to the all of our stakeholder to let them know that the research we fund has made a difference.

In order for us to capture the impact of our funded research projects, in 2020 the Society launched an annual Research Census for all of our currently funded researchers. The aim of this annual Census is to capture the key performance indicators and case studies of impact across all research projects, within our Translational Biomedical, trials, survivorship and specialised areas research themes.

Therefore, this census will ask for information on both outputs and research impact from the Irish Cancer Society funded project or programme. It is envisaged that the results from the census will be used to demonstrate the impact that our research investment is having to both internal and external stakeholders such as our donors,

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[1] **Irish Cancer Society Strategic Plan (https://www.cancer.ie/about-us/irish-cancer-society-strategy-2020-2026)**

the general public, the medical community, our partners, and those who are affected by cancer in Ireland.

It is compulsory that all researchers funded by the Irish Cancer Society complete the census. For researchers who hold more than one funding award with the Irish Cancer Society, one census for each grant should be completed and clearly marked with each grant code.

6. Worked Examples

In this section, you will find some worked examples across the four Irish Cancer Society research themes: Translational Biomedical, survivorship, clinical trials and strategic areas. These are to help guide you in creating your own research impact plan.

6.1 Translational Biomedical Research

Section	Description & Information given to applicant	Worked Example
5. Goal	This is the goal of the Irish Cancer Society. It is pre-determined by the <u>Strategy 2020-2026</u> and cannot be changed. This goal is that ''**Everyone affected by cancer will have access to world-class treatment, care and support. In future, no one in Ireland will die from cancer.**' This is the goal that all research funded by the Irish Cancer Society should be working towards. Please note, you will not be required to add anything additional to this category of the impact section.	This is fixed to the Irish Cancer Society set goal so will always be the same: '**Everyone affected by cancer will have access to world-class treatment, care and support. In future, no one in Ireland will die from cancer.**'
4. Outcome	To reach the above goal, a number of core changes or 'outcomes' must first be accomplished. These outcomes, identified through stakeholder	This Ph.D. project involves examining new treatments to overcome drug resistance in bowel cancer. Therefore, the first Irish Cancer Society

consultation, will drive us toward our goal.

You must select at least one outcome from the below list:

— Treatments and diagnostics increase survival.

— Treatments and diagnostics increase the quality of life of people affected by cancer.

— Increased numbers of patients accessing clinical trials and early access programmes.

— Screening increases survival.

— Improved care and support increase survival.

— Improved care and support increase the quality of life of people affected by cancer.

— People affected by cancer feel more empowered in their cancer journey.

You may choose 'other' if you feel strongly that none of the other outcomes covers the potential outcome of your research. If 'other' is selected, then more detail will be required on the proposed outcome.

By targeting a strategic outcome, every funded study funded is contributing to the Society's goal.

outcome would be the most appropriate to use here:

Outcome 1: Treatments and diagnostics increase survival.

3a. Outputs	Planned outputs for the project e.g. publications, newsletters, a website policy document, patents, information leaflets, reports, and training programmes etc. (150 words max). These are just examples and are not a comprehensive list. The appropriate outputs will vary for each type of project and what outcome has been selected.	The publication of a paper on a new drug combination tested in the lab using patient tumour samples.

b. Impact-enabling activities	An output is unlikely to achieve a desired outcome on its own. Impact-enabling activities bridge the gap between **outputs** and **outcomes.** Please detail what activities need to occur for the outputs to impact the identified outcome. When will these activities take place? Information can be provided in narrative or bullet point format (300 words max).	Using the above output as an example, the impact enabling activity could be a workshop with key stakeholders (scientists, clinicians, people affected by cancer) in the field to discuss the findings from the publication and make a plan on how best to develop this Translational Biomedical research further in order to build more scientific evidence.
c. Evidence of progress	Please detail how you will measure the effectiveness of impact-enabling activities? i.e. how do you know your activity made a difference? What evidence can be used to show this? Indicators may be qualitative (descriptive or non-numerical) or quantitative (numerical) (300 words max).	Using the example provided in 3.b, the evidence of progress could be the development of a grant application in collaboration with key stakeholders to develop the research further (this would be an example of qualitative evidence), or it could be details on how additional funding was obtained to develop the research further (this would be an example of qualitative evidence).
2. Activities	Please outline the activities that will take place as part of the research project. As a lot of this has been provided in detail as part of the methodology section of your application, a high-level summary of what will be done over the course of the funding period is sufficient. Bullet points may be used (150 words max).	An experiment to test 2 new drug combinations using patient samples.
1. Inputs	Please detail the resources needed for the project. As a lot of this has been provided in detail as part of your	Funding to pay for the research project to be undertaken.

application, a high-level summary is sufficient. Bullet points may be used (150 words max).

Supplies to undertake their experiments.

A piece of equipment which helps them test their drug combinations in the lab.

6.2 Survivorship

Section	Description & Information given to applicant	Worked Example
5. Goal	This is the goal of the Irish Cancer Society. It is pre-determined by the <u>Strategy 2020-2026</u> and cannot be changed. This goal is that ''**Everyone affected by cancer will have access to world-class treatment, care and support. In future, no one in Ireland will die from cancer.'** This is the goal that all research funded by the Irish Cancer Society should be working towards. Please note, you will not be required to add anything additional to this category of the impact section.	This is fixed to the Irish Cancer Society set goal so will always be the same: 'Everyone affected by cancer will have access to world-class treatment, care and support. In future, no one in Ireland will die from cancer.'
4. Outcome	To reach the above goal, a number of core changes or 'outcomes' must first be accomplished. These outcomes, identified through stakeholder consultation, will drive us toward our goal. You must select at least one outcome from the below list: — Treatments and diagnostics increase survival. — Treatments and diagnostics increase the quality of life of people affected by cancer. — Increased numbers of patients accessing clinical trials and early access programmes. — Screening increases survival. — Improved care and support increase survival.	This project is about developing a new intervention to reduce levels of anxiety in people with cancer. Therefore, the first Irish Cancer Society outcome would be the most appropriate to use here: Outcome 6: Improved care and support increase the quality of life of people affected by cancer

	— Improved care and support increase the quality of life of people affected by cancer.	
	— People affected by cancer feel more empowered in their cancer journey.	
	You may choose 'other' if you feel strongly that none of the other outcomes covers the potential outcome of your research. If 'other' is selected, then more detail will be required on the proposed outcome.	
	By targeting a strategic outcome, every funded study funded is contributing to the Society's goal.	
3a. Outputs	Planned outputs for the project e.g. publications, newsletters, a website policy document, patents, information leaflets, reports, and training programmes etc. (150 words max). These are just examples and are not a comprehensive list. The appropriate outputs will vary for each type of project and what outcome has been selected.	The publication of a peer reviewed paper on how effective the intervention was in reducing levels of anxiety.
b. Impact-enabling activities	An output is unlikely to achieve a desired outcome on its own. Impact-enabling activities bridge the gap between **outputs** and **outcomes.** Please detail what activities need to occur for the outputs to impact the identified outcome. When will these activities take place? Information can be provided in narrative or bullet point format (300 words max).	Using the above output as an example, the publication alone cannot be impactful if it is not shared with people who make decisions about that service. The impact enabling activity could be a workshop with key stakeholders (clinical psychologists, people affected by cancer) to discuss the findings and how to implement them. Another activity would be the provision of a training course for the new intervention.

c. Evidence of progress	Please detail how you will measure the effectiveness of impact-enabling activities? i.e. how do you know your activity made a difference? What evidence can be used to show this? Indicators may be qualitative (descriptive or non-numerical) or quantitative (numerical) (300 words max).	Using the example provided in 3.b, the evidence of progress could be the development of a grant application in collaboration with key stakeholders to implement the intervention into clinical practice (this would be an example of qualitative evidence). It could also be the number of new clinical sites piloting the intervention (this would be an example of quantitative evidence).
2. Activities	Please outline the activities that will take place as part of the research project. As a lot of this has been provided in detail as part of the methodology section of your application, a high-level summary of what will be done over the course of the funding period is sufficient. Bullet points may be used (150 words max).	A Randomised Controlled Trial (RCT) to compare the effectiveness of the new intervention to routine care.
1. Inputs	Please detail the resources needed for the project. As a lot of this has been provided in detail as part of your application, a high-level summary is sufficient. Bullet points may be used (150 words max).	- Funding to pay for the research project - Materials to undertake the experiments - A piece of software to conduct the data analysis

6.3 Clinical Research

Section	Description & Information given to applicant	Worked Example
5. Goal	This is the goal of the Irish Cancer Society. It is pre-determined by the Strategy 2020-2026 and cannot be changed. This goal is that **'Everyone affected by cancer will have access to world-class treatment, care and support. In future, no one in Ireland will die from cancer.'** This is the goal that all research funded by the Irish Cancer Society should be working towards. Please note, you will not be required to add anything additional to this category of the impact section.	This is fixed to the Irish Cancer Society set goal so will always be the same: 'Everyone affected by cancer will have access to world-class treatment, care and support. In future, no one in Ireland will die from cancer.'
4. Outcome	To reach the above goal, a number of core changes or 'outcomes' must first be accomplished. These outcomes, identified through stakeholder consultation, will drive us toward our goal. You must select at least one outcome from the below list: — Treatments and diagnostics increase survival. — Treatments and diagnostics increase the quality of life of people affected by cancer. — Increased numbers of patients accessing clinical trials and early access programmes. — Screening increases survival. — Improved care and support increase survival.	This trial involves examining a new treatment for bowel cancer. Therefore, the first Irish Cancer Society outcome would be the most appropriate to use here: Outcome 1: Treatments and diagnostics increase survival. Outcome 2: Treatments and diagnostics increase the quality of life of people affected by cancer. Outcome 3: Increased numbers of patients accessing clinical trials and early access programmes.

	— Improved care and support increase the quality of life of people affected by cancer. — People affected by cancer feel more empowered in their cancer journey. You may choose 'other' if you feel strongly that none of the other outcomes covers the potential outcome of your research. If 'other' is selected, then more detail will be required on the proposed outcome. By targeting a strategic outcome, every funded study funded is contributing to the Society's goal.	
3a. Outputs	Planned outputs for the project e.g. publications, newsletters, a website policy document, patents, information leaflets, reports, and training programmes etc. (150 words max). These are just examples and are not a comprehensive list. The appropriate outputs will vary for each type of project and what outcome has been selected.	The publication of a paper on the outcome of the trial.
b. Impact-enabling activities	An output is unlikely to achieve a desired outcome on its own. Impact-enabling activities bridge the gap between **outputs** and **outcomes.** Please detail what activities need to occur for the outputs to impact the identified outcome. When will these activities take place? Information can be provided in narrative or bullet point format (300 words max).	Using the above output as an example, the impact enabling activity could be a workshop with key stakeholders (scientists, clinicians, people affected by cancer) in the field to discuss the findings from the publication and make a plan on how best to build more scientific evidence or bring the evidence into the clinic.
c. Evidence of progress	Please detail how you will measure the effectiveness of impact-enabling activities? i.e. how do you know your activity made a difference? What	Using the example provided in 3.b, the evidence of progress could be the development of a grant application in

	evidence can be used to show this? Indicators may be qualitative (descriptive or non-numerical) or quantitative (numerical) (300 words max).	collaboration with key stakeholders to complete another more extensive clinical trial (this would be an example of qualitative evidence). It could also be details on how additional funding was obtained to develop the research further (this would be an example of qualitative evidence).
2. Activities	Please outline the activities that will take place as part of the research project. As a lot of this has been provided in detail as part of the methodology section of your application, a high-level summary of what will be done over the course of the funding period is sufficient. Bullet points may be used (150 words max).	Accrual of patients on to the trial.
1. Inputs	Please detail the resources needed for the project. As a lot of this has been provided in detail as part of your application, a high-level summary is sufficient. Bullet points may be used (150 words max).	• Funding to pay for the research project to be undertaken. • Protected time for the lead clinician.

7. More information

This RIF should act as a guide for researchers making applications to the Irish Cancer Society awards and also to grant holders. However, impact is a broad and varied topic and therefore not all aspects of impact may be covered in the RIF.

All queries and questions should be sent to **grants@irishcancer.ie**