

How To Write A Grant

What is a grant?

A grant is a defined amount of money allocated to an individual or organization to fund an activity. Most grants are awarded following a competitive process.

Grants can cover a broad range of activities, from traveling for professional purposes to the physical resources and tools to conduct research projects.

Where do you find available grants?

Funding bodies can be public such as the National Institute for Health and Care Research, or Medical Research Council or charitable such as Cancer Research UK, The Wellcome Trust and Blood Cancer UK. Professional societies such as BSH also offer grants. Other funding options include local charities and hospital charities. For nurses, the Burdett Trust and Florence Nightingale Foundation are potential funders.

What is expected in a grant proposal?

Each grant has specific content requirements so ensure you have reviewed this in a timely fashion.

Most grant applications ask for the following:

Overall summary of your project proposal

- What is the idea behind the project and how does it fit with the funder's agenda?

Statement of Need

- Determine why you need funding
- What unmet need does it address and why is it important to address it?
- What are the wider implications of your study?
- Who does it benefit e.g. a specific patient cohort?

Project Details

- What is the hypothesis?
- What is currently known?
- How will you conduct the proposed project?

- Provide a timetable for running activities (for example a Gantt chart) and anticipated outcomes
- How will you evaluate the results?
- Where will the project take place and what support will you receive from the host institution?

Budget

- How will you use the grant funds?
 - Include consumables, travel budget, salaries
 - Try to consult your department's finance team early as there might be hidden costs of running a research project that might not be anticipated

Are there any other documents that you may be asked to produce?

You may also be asked to provide the following:

- Curriculum vitae
 - There may be a specific template that the awarding body uses. Ensure you have reviewed the funder's website and instructions.
- Letters of support
 - You may need a supporting statement for your application. This may for example be from the head of your department.

General Advice

1. Review the available funding bodies and apply to grants that align with the project's aims.
2. Review the application guidelines and follow them as stated. Examine the application questions carefully and ensure you have answered each one.
3. Adhere to document styling instructions and word limits.
4. Start forming the grant proposal well in advance of the deadline.
5. When describing the proposed project design try to be clear and specific what the end goals are.
6. Ask for feedback from experienced members of the team who have had successful grant applications.

7. Enquire early about the process that your department usually holds for grant application review. For examples, you may need to share your grant proposal with the finance officers of your institution, or there might be an internal competition to pick one application to be put forward from your department.