

INSPIRE Research Challenge



Instructions for completing Letter of Intent application form

All applicants must apply online, using our [Grant Management System](#). Please note that when you submit your application on the system, it will be sent to your Head of Department and Finance Officer for approval before WCRF International can receive it. Therefore, **please submit your application a few days before the application deadline** to give your Head of Department and Finance Officer time to approve the application to meet the deadline.

INSPIRE Research Challenge – Letter of Intent

Introduction

Declaration: Please confirm that the information contained in the grant application is true and complete to the best of your knowledge, and that you will comply with the WCRF International's guidelines and terms and conditions if a grant is awarded as a result of this application. Please note that, if a grant is awarded, several representatives of the host institution will need to agree to WCRF International's [INSPIRE Terms and Conditions](#) prior to the start of a grant.

It is the responsibility of the principal investigator to ensure that all relevant colleagues have received a copy of the [INSPIRE Research Challenge brief](#).

Application summary

Include the project title, the institution where the project will be conducted, the length of study (in months, maximum 12), and the total amount requested (in GBP, maximum £75,000).

Select a single main WCRF International Research Area covered by the proposed study – Cancer Prevention or Cancer Survivors.

Select a relevant exposure from the drop-down list. If the project addresses a combination of exposures, or other exposure(s) not included in the list, please outline these in the free text box. Select a cancer type from the drop-down list.

Please indicate if your application proposes the use of animals or human participants. Note that studies involving animals must obtain the appropriate ethical approval and the relevant licenses and/or certification.

WCRF Network adheres to the guidelines from the Association of Medical Research Charities (AMRC) and subscribes to the AMRC policy on the use of animals in research. Studies involving human subjects must obtain the appropriate ethical approval and the relevant licenses and/or certification.

Research proposal

Scientific abstract: (max. 300 words)

The scientific abstract needs to provide sufficient detail to clearly convey the rationale, main aims, research approach and potential impact of the study. Structure the abstract under the headings: 'Background', 'Hypothesis and Objectives', 'Setting and Methods', and 'Impact'.

Proposal summary: (max. 600 words)

Please structure the proposal summary under the following headings:

Hypothesis – Clearly state the relevance of the proposed research to understanding the effects of modifiable factors on cancer prevention, treatment or survival.

Background – State the background and existing knowledge that led to the hypothesis to be investigated.

Objectives – State the specific goal(s) of the proposed project.

Relevance to Cancer Prevention or Survivorship – Explain the direct relevance to either cancer prevention or cancer survivorship.

Anticipated Impact and Future Directions – Explain the potential impact of your proposed research if the objectives are successfully met, and outline future directions based on that impact.

Research environment: (max. 300 words)

Please provide an overview of the research environment in which the proposed study will be conducted. Include information on the expertise of the lead applicant and any co-applicants and collaborators, facilities, and equipment available to support the project.

Key words:

Please provide up to six key words or phrases that best describe the proposed research project.

Applicant details

Lead applicant

Please click on 'Manage my details' to go to 'My details'. Please include your title, full name, research expertise, institution, full address, email, and telephone (including country and area code) in 'Basic information'. Please note that the email address will be used for all communication, including acknowledgement of receipt of the application.

Please also update your CV in 'My details', including your current position, and list up to ten recent relevant publications on the research outputs section. Please ensure that your details, including your CV, are up-to-date as these are required for the submission. You will not be able to edit this information directly from the application form.

Publications List

The lead applicant will have to access the 'My research outputs' section of their accounts and list their most recent relevant publications. To add a publication, applicants need to go to 'Import', 'Select records', and input the relevant information in the search fields. Press 'Search' and click on the corresponding publication(s) you wish to include. Press 'Complete import'. Repeat until all desired publications are added to 'Research outputs'.

Then, on the 'Publications list' section of the application, applicants will need to select from the drop-down menu up to ten recent relevant publications from the ones they previously added under 'Research outputs'. Only these will appear on the application and be available to the Grant Panel.

Additional contacts

Please add the Head of your Department and Finance Officer to 'Additional contacts'. Before WCRF International can receive the application, your Head of Department and Finance Officer will both have to approve the application once you submit it on the system. The Head of Department (or an authorised organisational officer, ie, a person with authority to sign documents on behalf of the head of department), the Finance Officer and the lead applicant need to confirm that the information contained in the grant application is correct, and that they will comply with the WCRF International's INSPIRE Research Challenge brief and the terms and conditions if a grant is awarded as a result of this application.

Letter of support

As part of the application for the INSPIRE Research Challenge, we ask that applicants submit a letter of support for this application from your current academic supervisor. Please upload a single document in this section.

Appendices

Applicants may upload any relevant additional documents pertaining to their application into the 'Appendices' section.

Validation

This provides a summary of all the mandatory fields that are required to be completed before you can submit your application. Please click on the 'Save and close' button at the bottom right-hand corner of the page, which will take you to the 'Details' page of the application you have completed.

On the right-hand side of the page, please click 'Validate' in the 'Validate the application' box. You will then be able to click 'Submit' in the 'Submit the application' box. Your application will then be sent to your Finance Officer and Head of Department for approval.

Once they have approved the application, it will be sent to WCRF International. Please allow your Head of Department and Finance Officer at least three working days before the deadline to approve your application after it has been submitted.

World Cancer Research Fund International

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