



## **Procedure for research projects/programmes and PhD studentships to be badged as an Asthma UK Centre for Applied Research study.**

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### **1. Introduction**

Asthma UK Centre for Applied Research (AUKCAR) is a collaboration of leading asthma and clinical research academics from Universities from across the UK, in addition to Asthma UK, people affected by asthma, NHS partners and other organisations.

Projects/studentships that align with AUKCAR's research aims (programmes and/or platforms) can be badged as AUKCAR studies and benefit from collaboration and shared expertise within AUKCAR. The original grant provides limited funding for the administrative programme and platform support from AUKCAR. Therefore, for research projects to benefit from the support and network of the Centre, research grants must include funding for administration and platform support required for their project.

### **2. Purpose**

To describe the procedure for the badging of research projects/programmes/studentships as part of AUKCAR. This procedure details the requirements for all prospective projects/programmes/studentships.

### **3. Procedure**

3.1 To be badged as an AUKCAR project/programme/studentship there must be:

- Explicit reference in the grant application to AUKCAR, how the research aligns with and contributes to one or more of the programmes and/or platforms. This must be discussed early in the planning stage with the relevant programme or platform lead.
- Clear details on how AUKCAR will support the research; this will include but not be limited to detailing costs and justification of these costs. This must be discussed with the Centre manager as early as possible in the planning stage.
- More than one AUKCAR partner organisation represented by the applicants in line with the Centre's ethos of collaboration.

3.2 Where a project/programme/studentship involves relationships with industry, this should:

- Be raised at an early stage of development and agreed at the Centre Management Committee (CMC). It is acknowledged that for some projects the turnaround time between call for submissions and submission deadline is short, however a minimum of 3 weeks' notice is required for most queries.
- Not contravene any existing relationship between Asthma UK and AUKCAR.
- Undergo appropriate legal scrutiny and sign-off.
- Be transparent. Any relationship with industry needs to be transparent and one in which there is a commitment to faithfully report the results of research findings without any restrictions.
- Be reported in any outputs from AUKCAR making clear the source of support and any potential conflict of interests.

Please note that although AUKCAR encourages potential partnerships that help the centre achieve its overall core aims, AUKCAR will not enter into any working relationships with the tobacco industry.

### 3.3 Examples of benefits of badging as an AUKCAR project/programme/studentship and potential costs:

- Expertise and collaboration with AUKCAR researchers.
- Administrative support from AUKCAR (e.g. social media, knowledge exchange and public engagement, impact, facilitating networking, HR etc).
- UK Asthma Observatory data access, analysis and researcher expertise.
- UK Forum for Patient and Public Involvement (PPI) in Asthma Research expertise, support and administration of work.
- Access to the UK Database of Asthma Research Volunteers and administration of this work.
- Access to the UK Postgraduate Training Scheme for Asthma Researchers including training courses and early career researcher support and network.
- UK Methodology Service for Asthma Trials support and expertise.
- AUKCAR Annual Scientific Meeting (ASM) attendance.
- The opportunity for interaction with the AUKCAR International Advisory Board.

This is not an exhaustive list and the level of support and access to administrative and platform capacity and the ASM will obviously determine any costs.

3.4 Contact the Centre Manager ([aukcar.admin@ed.ac.uk](mailto:aukcar.admin@ed.ac.uk)) to discuss the research and the support required. The Centre Manager will provide cost details for the application or liaise with the relevant person/people in the Centre. It is essential for programme/platform support that the relevant person is already involved in discussions, but the project must still be registered with the Centre Manager.

### 3.5 Timelines:

Notwithstanding tight timelines for grant applications, AUKCAR requires sufficient time to deal with costings and to ensure the support required can be provided (including defining the best way to provide that support and providing the relevant text for the application). A minimum of 3 weeks' notice is required for most queries.

Requests for PPI or methodology support/advice require a minimum of 4 weeks' notice prior to the application submission deadline to allow meaningful PPI and methods input into the grant application.

3.6 If badged as an AUKCAR study, we require:

- Acknowledgement of AUKCAR in any outputs (in addition to any other funder acknowledgements).
  - Acknowledgement text for AUKCAR work funded from the Asthma UK grant:

*This work is funded by Asthma UK as part of the Asthma UK Centre for Applied Research [AUK-AC-2012-01 and AUK-AC-2018-01].*

- Acknowledgement text for work funded by a different funder to Asthma UK (or by a different Asthma UK grant) but under the banner of AUKCAR:

*Acknowledgement of funder(s) e.g. This work is funded by [funder name][grant no]. This work is carried out with the support of the Asthma UK Centre for Applied Research [AUK-AC-2012-01 and AUK-AC-2018-01].*

- Communicate all outputs, (including a copy of the output prior to publication or presentation, if applicable) that are related to this research, to the AUKCAR team ([aukcar.admin@ed.ac.uk](mailto:aukcar.admin@ed.ac.uk)) e.g. publications, book chapters, oral and poster presentations, public engagement activities.
- When presenting a talk or poster, use the standard AUKCAR templates or acknowledgement slide (contact [aukcar.admin@ed.ac.uk](mailto:aukcar.admin@ed.ac.uk) to obtain these).
- A copy of any peer-reviewed journal articles or conference proceedings (with an ISSN) is deposited in an open access repository (institutional or subject repository) within 3 months of acceptance for publication.  
[NOTE: If a publication specifies an embargo period, the authors can make a 'closed' deposit on acceptance].

#### **4. Retrospective projects/studentships**

- 4.1 Prior to the release of these guidelines, there will be funded projects/programmes/studentships which would be appropriately badged as AUKCAR studies. It is acknowledged that such projects might not fulfil all of the criteria described above. Therefore, retrospective badging of projects will be considered on a case-by-case basis by the CMC.
- 4.2 Submit retrospective studies to the Centre Manager, who will distribute to the CMC for consideration. The application must include how the project aligns with programmes/platforms of AUKCAR, any relationships with industry, and any project funding that can be used by AUKCAR to provide the desired support.
- 4.3 Projects/studentships that are retrospectively badged may have access to some but not all of the benefits listed above *e.g a studentship retrospectively badged as an AUKCAR study will have access to PG webinars and the PG network, however, individual meetings might carry a charge and the researcher will need to have funds to cover their travel and accommodation.*

## 5. References

1. Policy for open access in the post-2014 Research Excellence Framework. March 2014/07  
([http://www.hefce.ac.uk/media/hefce/content/pubs/2014/201407/HEFCE2014\\_07.pdf](http://www.hefce.ac.uk/media/hefce/content/pubs/2014/201407/HEFCE2014_07.pdf))

## 6. Document History

Version number	Effective Date	Reason(s) for Change(s)
1.0	16 March 2015	New document
2.0	06 February 2017	New logo updated
3.0	14 April 2020	Updated to include joint working between AUKCAR and Industry and update to funding statement due to renewal of grant