

# The Versus Arthritis Outstanding Fellows Prize Application Guidance

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## I. Introduction

Versus Arthritis is the charity formed by Arthritis Research UK and Arthritis Care joining together. We work alongside volunteers, healthcare professionals, researchers and friends to do everything we can to push back against arthritis. Together, we develop breakthrough treatments, campaign for arthritis to be a priority and provide support. Our remit covers all musculoskeletal conditions which affect the joints, bones and muscles including osteoarthritis, rheumatoid arthritis, back pain and osteoporosis.

We're committed to building a world-class workforce to continue the fight against arthritis through supporting research careers and ensuring there's sufficient capacity within the UK to translate ideas into benefit for people with arthritis. We aim to encourage the brightest and most committed researchers, from all relevant disciplines based in the UK and beyond, to become involved in research into musculoskeletal diseases.

The Versus Arthritis Outstanding Fellows Prize recognises and rewards exceptional academic, engagement and leadership achievements in the field of musculoskeletal research.

## II. Eligibility

Versus Arthritis Outstanding Fellows prizes may only be held in universities, hospitals or recognised academic research institutes in the UK. Applicants must be currently employed by or matriculated at an eligible institution which is willing to receive the research support award on behalf of the recipient.

### **Early career category:**

Applicants must be a current Versus Arthritis PhD student, Clinical Research Fellow or Foundation fellow or must have completed their Studentships or Fellowships no longer than 12 months before the closing date for applications.

### **Late career category:**

Applicants must be a current Versus Arthritis Career Development Fellow or Senior fellow or must have completed their Fellowship no longer than 12 months before the closing date for applications.

### **Multiple and joint applications**

As the Versus Arthritis Outstanding Fellows Prize recognises individual achievements, we will not accept joint applications. You may not apply in more than one category in the same year and previous recipients of The Versus Arthritis Outstanding Fellows Prize are not eligible to reapply in the same category in future years.

## III. How to apply

All applications for Versus Arthritis funding must be received through our online grant management system, [Grant Tracker](#). The deadline for submission of applications is 16:00 on the stated deadline, and no application will be accepted after this deadline. We strongly recommend that applicants allow sufficient time for submission before the deadline in order to obtain the necessary approvals from your research or finance office and head of department.

## IV. Guidance for completion of the application form

The sections to be completed in the online application form are presented below.

### **Applicant supporting statement (max 1000 words)**

Please detail which category you would like to be considered for and justify your suitability to receive the prize. The prize award panel will consider six criteria when reviewing your application and you should structure your statement to provide evidence for each of these criteria:

- i. Your academic achievements
- ii. Your research outputs and the contribution of these outputs to availability of new knowledge and/or the impact of these outputs on the quality of life of people with arthritis.
- iii. Examples of how you have encouraged and supported the involvement and participation of people with arthritis in your research
- iv. Examples of how you have engaged with industry or other partners in the course of your research
- v. Examples of how you have provided support, mentorship and/or leadership to peers and colleagues or engaged in other relevant forms of professional engagement within the musculoskeletal research community
- vi. Examples of how you have disseminated your research to lay audiences outside of the research community.

### **Applicant and Applicant's CV**

The Applicant is the Versus Arthritis PhD Student or Fellow who wishes to be considered for the Versus Arthritis Outstanding Fellows Prize. They must be based in a UK university, hospital or recognised academic research institute in the UK which is willing to receive and facilitate the use of the research support award on behalf of the applicant if they are successful.

Applicant details in these sections of the application form will be populated automatically based on the information that is stored in GrantTracker. To amend these details, please save and close the application form and visit the 'Manage My Details' section on the GrantTracker Versus Arthritis homepage.

### **Applicant awards**

Any grants awarded to the Applicant which are not already stored in GrantTracker should be added here. The Versus Arthritis Outstanding Fellows Prize recognizes individual academic achievement and therefore all grant and fellowship awards may be included.

### **Referee and referee's CV**

We require a reference from an individual acting in a professional capacity who has direct knowledge of your suitability to apply for the Versus Arthritis Outstanding Fellows Prize to be uploaded as an attachment at the time of application. The referee must currently have or have previously held a contract of employment with the institution or, in the case of an NHS employee, an honorary academic appointment where the Lead Applicant's qualifying fellowship was or is currently being completed by the applicant and must have acted in a recognised supervisory or support capacity on behalf of the applicant during their qualifying fellowship.

You will be asked to provide the name of the referee associated with your prize application, if the referee is already on our GrantTracker system, their contact details will appear and an automatic message will be generated to allow you to notify them and provide a link to the application for them to confirm their role. If the referee does not have a GrantTracker account, you will be asked to enter their contact details so that this message can be sent. Referees will have to register for a GrantTracker account if they do not have one. The referee's CV details will be populated automatically based on the information that is stored in their GrantTracker account.

### **Publications**

You should include your research publications within your CV in GrantTracker. Please use this section to enter a complete list of any additional research publications to-date (full citations including title and all authors). These should be separated into

- Original peer reviewed papers
- Reviews
- Books or book chapters
- Editorials, letters or case reports

### **Grant information**

The grant information details in this section of the application form will be populated automatically based on the information that is stored in GrantTracker. To amend these details, please save and close the application form and visit the 'Manage My Details' section on the GrantTracker Versus Arthritis homepage.

### **Signatories**

Enter the details of the signatories required to sign-off the application. The head of department and finance office details should be completed. Before submitting your application to Versus Arthritis, you must obtain the necessary signatories prior to the deadline.

### **Attachments**

Only text can be added to the fields of the online application form. Where additional files (e.g. data figures) are required they can be uploaded in this section.

The maximum size per attachment is 10 MB.

We require a reference from an individual acting in a professional capacity who has direct knowledge of your suitability to apply for the Versus Arthritis Outstanding Fellows Prize to be uploaded as an attachment at the time of application.

### **End – submitting your application**

To complete the application process, the final steps are as follows:

1. Select Validate form

This will check that you have completed all of the sections within the application.

## 2. Click Save then close

After completing these steps, you will be taken to the details page of your application. The submit application button on the right-hand side of the page should be available.

## 3. Click Submit

Once you have submitted your application an automated email will be sent firstly to your finance officer, once they have approved the application a second email will be sent to your Head of Department. It is only upon your Head of Department's approval that the application is finally submitted to Versus Arthritis. This must be completed by 4pm on the deadline day.

You will receive an automated email containing an acknowledgement that we have received your application. If you are experiencing difficulties submitting your application, please contact us on 0300 7900 403, allowing for sufficient time prior to the deadline.

### **Contact**

For further enquiries on any aspect of your application, or any issues relating to the submission of your application, please email the Research Directorate at [research@versusarthritis.org](mailto:research@versusarthritis.org) or phone us on 0300 7900 403.