

Summer Research Placement Application Guidelines



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Introduction

The Friends of ANCHOR Summer Research Placement scheme provides the opportunity for undergraduate students in science and medicine to carry out a dedicated research project in the fields of haematology or oncology. The student will gain early career research experience, with the aim to attract future leading medical practitioners and researchers to the fields of haematology and oncology. The supervisor(s) will gain a dedicated student, providing the opportunity for a wide range of projects to be completed.

Who can apply?

Supervisors

Staff employed by NHS Grampian, the University of Aberdeen or Robert Gordon University may apply for the funding of a proposed Summer Research Placement. Members of staff may co-supervise a student, where one designated lead supervisor must be employed by the University of Aberdeen, Robert Gordon University or NHS Grampian and take responsibility to support the student for the duration of the project. It is the lead supervisor's responsibility to source an appropriate student for funded projects and to secure all approvals from the host university institution for the project to be completed.

Students

Undergraduate students studying at the University of Aberdeen or the Robert Gordon University are eligible. The student must not be in their final year of study prior to the start of the project. The student must not have previously completed a Friends of ANCHOR funded Summer Research Placement.

Timeline

Applications must be submitted by the advertised closing date. Following a successful funding decision, it is the lead supervisor's responsibility to source a suitable student and secure approval from the host institution for the research project to be carried out, prior to the start of placement. The project will commence in June / July following completion of the student's exam period, with the student completing a minimum of 6 and maximum of 10 full time weeks.

Funding will be paid following receipt of a letter from the lead supervisor confirming that a student has been allocated to the project and all approvals are in place with the host university institution. The letter must outline the number of full time weeks to be completed by the student to justify the invoiced bursary amount along the agreed placement start and end dates.

The student must complete the full number of weeks of the agreed project duration. Prior to the project end date, the student must submit a short report (1000 word limit) outlining the project findings and printed scientific poster, where it is the supervisor's responsibility to provide training to the student to construct the written report and ensure that the reports and poster are completed.

The reports will be reviewed by the panel of reviewers involved in selecting the best projects for funding. Performance will be considered in assessing future applications from supervisors.

The student is required to present the poster at a showcase event for Friends of ANCHOR. Decisions on the suitability of a piece of work for submission as an abstract for presentation as a poster or a talk at an appropriate local or national conference will be made by the supervisor.

The supervisors must complete the Project Dissemination Report Form no later than 12 months after completion of the project. Failure to do so will be noted in relation to scoring future applications.

Figure 1: Application to project completion timeline.

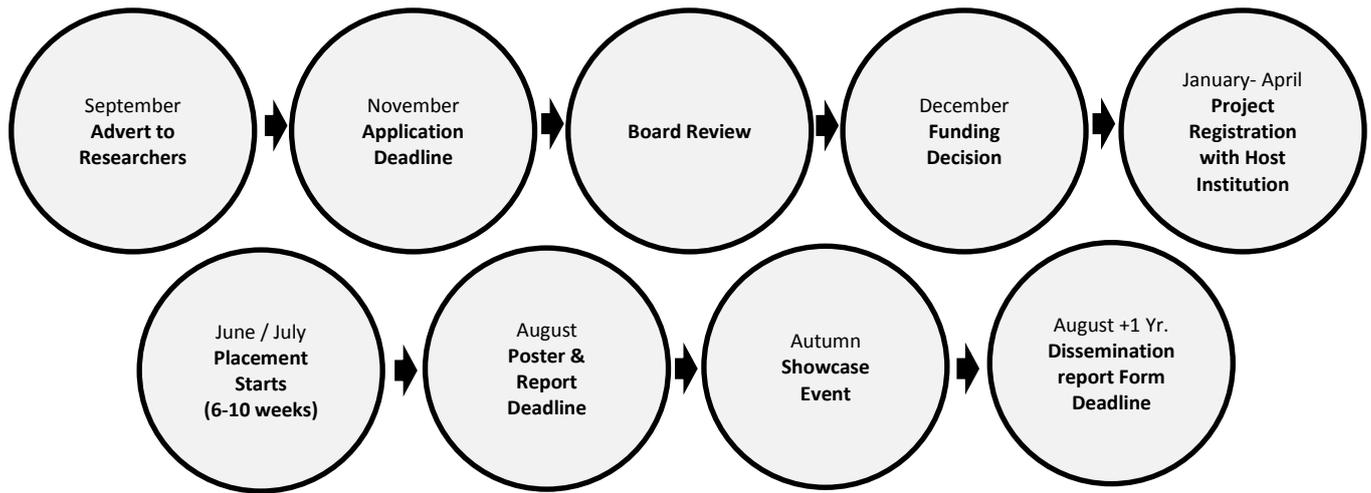


Figure 2: Deadline

Action Required by Applicant		Applicable Deadline
Application Form Submission	✉	Application Deadline
Applicant to Source Student	🔍	Prior to Funding Payment
Approval Letter & Invoice	✉	Prior to Funding Payment
Project Report & Poster	✉	Project End Date
Poster Presentation	📄	Friends of ANCHOR Event
Dissemination Form	✉	Project End Date + 1 Year

Funding

A maximum of 4 projects will be funded each year. The student will receive a bursary equivalent of £200 per week, to a maximum total of £2000 for the project duration (maximum of 10 weeks).

A maximum of £500 will be made available for the costs of travel, accommodation and conference fee if the project is selected for presentation at a national meeting.

Consumable costs related to the student placement project up to a maximum total of £500 can be applied for. The cost of printing the scientific poster (sized A0) should be included in this total. Costs towards salary, commuting and travel, will not be funded.

Applications are restricted to researchers who are employed by the University of Aberdeen, The Robert Gordon University or NHS Grampian. Monies shall not be transferable into work performed in other institutions although collaboration with other institutions is allowed.

It is the responsibility of the lead supervisor to arrange a finance account for payment of the funding grant and to arrange payment of the bursary to the student with the host institution.

Invoicing and Payments

Invoices and payments should be arranged to be completed as outlined below.

Invoice 1

To be arranged prior to the start of the summer placement date, and submitted to Friends of ANCHOR for payment. This invoice should contain 60% of the total student bursary (e.g. for 8 week placement, £1080) and 100% of the consumable costs. This total bursary amount may be paid to the student following the project start date.

Invoice 2

To be arranged to coincide with the submission of the student's project report and poster. This invoice should contain the remaining 40% of the total student bursary amount (e.g. for 8 week placement, £720). The bursary payment should be paid following confirmation from Friends of ANCHOR, that the student project report and poster have been received.

Invoice 3

To be arranged following successful acceptance of a conference abstract for presentation at a national meeting. This invoice should contain the full amount up to £500, to cover costs of travel, accommodation and conference fee.

Application

Applications are invited for the funding of summer student projects with a cancer or haematological theme. The main aim of the projects is to encourage students in science and medicine to develop an interest in the fields of haematology or oncology. The projects can be clinically or laboratory orientated. Projects may be related to recent work but must be adequately defined with clear end points. Projects which describe data trawling with no specific outcomes will not be viewed favourably. Projects that are most likely to produce outcomes which will form the basis of a presentation at a national meeting or form part of a publication involving the student will be favoured.

The scientific summary should outline a defined project for the student to complete, with achievable outcomes to be completed prior to the project end date. The role of the student must be defined, along with the research activities they will complete during the project and resources that will be in place to enable the student to complete the project outcomes. The scientific summary should also convey the scientific value of the research aims in relation to the fields of haematology or oncology.

The benefit to student section should outline the skills and experience that the student will gain during the project and any training that will be provided.

The supervision plan section should outline the role of each applicant in supervising the student, detailing how the student will be supervised within the host department for the duration of the project.

The application form must be submitted before the advertised deadline date, by emailing the completed form to info@friendsofanchor.org