

Research Fund - Seed Grant Applications - Appeals Process

At the Royal Brompton and Harefield Hospitals Charity we are dedicated to providing a fair, equal and transparent assessment process for all funding applications. In the case of applications for Research Fund Seed Grants we have an independent Grants Committee made up of lay, research and clinical reviewers with no connection to the Charity. All applications are scored against the same key criteria by at least two different reviewers and any discrepancy between scores for an application are moderated by a 3rd reviewer.

Applications are then reviewed at a meeting of all reviewers before any funding recommendation is made, all funding recommendations are signed off by the Chair of Trustees and the CEO of the Charity.

The Appeals Process

Acknowledging an appeal against a Research Fund Seed Grants application decision.

We will acknowledge all appeals against a funding decision for a Research Fund Seed Grants within 5 working days. Details of the reasons for the appeal will be recorded, along with your preference of how you would like us to communicate with you during the process.

Investigating the appeal

All appeals will be reviewed by the Director of Programmes and Funding in the first instance. The Director will review the assessment of your application and provide the reasons given by the Grants Committee behind their decision to not to recommend for funding. The Director will aim to respond in full within 10 working days.

Where you are not satisfied with the response from the Director, we will refer your appeal to the Chair of the Grants Committee to review the funding decision and provide additional clarification where necessary.

If you still remain unsatisfied with our response your appeal will be referred to our Board of Trustees who meet quarterly each year. They will review the assessment of your initial application as well as the follow up reviews by the Director of Programmes and Funding and the Chair of the Grants Committee. The Board of Trustees will then make a final decision on your appeal which will be

communicated to you within 10 working days of the relevant quarterly board meeting.

Next steps

In the event that you are not satisfied with the outcome of your appeal, you may also contact the Charity Commission,