

## **CRG Networks Innovation Fund 2019**

Request for grant applications for  
the CRG Networks Innovation Fund  
2019





# 1 Background

Cochrane has recently been through an organisational change whereby its 52 Cochrane Review Groups (CRGs) were organised into eight CRG Networks in line with most other similar organisations such as health systems, hospitals, medical schools and the World Health Organization.<sup>1</sup> Each CRG Network has a Senior Editor, an Associate Editor and a Network Support Fellow to support the CRGs within it. The eight Networks are:

- Acute and Emergency Care (A&EC)
- Brain, Nerves and Mind (BN&M)
- Cancer
- Children and Families (C&F)
- Circulation and Breathing (C&B)
- Long-term Conditions and Ageing 1 (LTCA1)
- Musculoskeletal, Oral, Skin and Sensory (MOSS)
- Public Health and Health Systems (PHHS)

The CRG Networks have recently published their [strategic plans](#), which identifies their individual priorities and goals to guide their work until 2020. It is important that the CRG Networks work to improve the review production process and continue the advancement in methods to improve the content of the Cochrane Library. For this to be done consistently across all the CRGs across all Networks in a consistent manner, they need to work together to achieve harmonisation of processes. The CRG Network Innovation Fund 2019 aims to support and help facilitate cross-Network projects that foster collaboration across Networks and CRGs to work to improve editorial processes or content of the Cochrane Library.

## 2 Aim

To fund initiatives that support review production and/or editorial procedures that lead to harmonization of processes and improvements in content or quality across the CRG Networks and the Cochrane Library.

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<sup>1</sup> Cochrane. The Structure and Function of Cochrane Review Groups: Implementation of Networks and Editorial Board. Available at: [https://community.cochrane.org/sites/default/files/uploads/inline-files/The%20Structure%20and%20Function%20of%20Cochrane%20Review%20Groups\\_16Aug17\\_2.pdf](https://community.cochrane.org/sites/default/files/uploads/inline-files/The%20Structure%20and%20Function%20of%20Cochrane%20Review%20Groups_16Aug17_2.pdf) (accessed 22 October 2018).

## 3 Objectives

The objectives of the CRG Networks Innovation Fund 2019 are to:

1. Support projects that work towards improving and harmonizing the review production or editorial processes within Cochrane.
2. Support projects that support the improvement of content and quality of the Cochrane Library.
3. Support cross-Network projects that foster collaboration within and across Networks and CRGs.

## 4 Scope

The following criteria should be considered when drafting the proposal:

- The project should demonstrate how it improves or harmonizes review production or editorial processes within Cochrane or improves the content or quality of the Cochrane Library.
- The project should be innovative and develop or expand the service we provide to evidence users and decision makers (this could include activities around prioritisation, gap analysis (such as gap-maps), programmes of content, review process automation, KT activities etc).
- The project could involve more than one CRG Network with elements that would be useful across different CRG Networks.

## 5 Timelines

The grant proposal should include a draft timeline of key milestones required in delivering the scope of work with a project update in September 2019. The project should be completed by April 2020.

All applications should be sent by **10<sup>th</sup> April 2019** (see details in section 9).

All decisions will be shared with the community by **1<sup>st</sup> May 2019**.

## 6 Available Fund

The amount available for 2019 is £60,000 and we expect to fund 3-4 projects with this fund in 2019. We expect individual projects to cost up to £15,000 but will consider proposals up to £20,000.

7 February 2019

## 7 Evaluation Criteria

Proposals will be evaluated by an advisory group external to the CRG Networks from within the Cochrane Community against:

- Their detailed project plans that meet the objectives and scope of the grant.
- The skills and expertise within the proposed project team comprised from members of the CRG Networks.
- The budget and timescale of project.

## 8 Reporting requirements

- The project lead will give brief verbal monthly updates on the project during the CET-led monthly Senior Editors and Associate Editors meetings.
- The project team will give a mid-project update presentation in September/ October 2019 which could be part of the Colloquium presentations in Chile in October 2019.
- The project team will submit a final project report with its results **by 30<sup>th</sup> April 2020**.

## 9 Submission Requirements

**Grant proposal format** Submissions must be in a Word/ PDF document containing (see template as appendix):

- An executive summary.
- The CRG Networks involved (describing its cross-CRG Network nature).
- The CRG Network Lead.
- The project team, including a project lead (principal investigator) identified and short biographies of all members.
- A project plan, illustrating its need/ purpose within Cochrane, aims and objectives, key milestones and deliverables, and responsibilities of the project team for each stage within the timeline (ideally represented through a Gantt chart), as well as an estimated budget for the project, with breakdown by activity or type.

**Grant application process**

All applications should be sent via email to Karla Soares-Weiser, Deputy Editor-in-Chief: [ksoares-weiser@cochrane.org](mailto:ksoares-weiser@cochrane.org) by **Wednesday 10<sup>th</sup> April 2019.**

All submissions will be acknowledged by email.

All decisions will be made by the Editor-in-Chief (David Tovey), the Deputy Editor-in-Chief (Karla Soares-Weiser) and the Editorial officer for the CRG Transformation (Tarang Sharma) based on the advice of the external advisory group.

Shortlisted applications may be invited for discussions in the **week commencing 15<sup>th</sup> April 2019.**

Successful candidates will be notified and shared with the community by the **1<sup>st</sup> of May 2019.**

If you have any questions or require more information, please contact Karla Soares-Weiser, Deputy Editor-in-Chief at: [ksoares-weiser@cochrane.org](mailto:ksoares-weiser@cochrane.org) or Tarang Sharma Editorial officer for the CRG Transformation at: [tsharma@cochrane.org](mailto:tsharma@cochrane.org)

# 10 Appendix: Proposal template

Please note the following are the required headings/ sections within the application but additional information for the proposal as appropriate for the project will be welcome.



## Application for the CRG Networks Innovation Fund 2019

CRG Network Lead:

Other CRG Networks involved:

Project team:

- Principal investigator:
- Name and full address of affiliation/ host institution and contact email (*please attach a short biography at the end of the application*)
- Other members/ fund beneficiaries (*including name and full address of affiliation/ host institution and contact emails; please attach short biographies of all members at the end of the application*)

## Executive summary

# Project Plan

**Purpose/ organisational need** *(please highlight the significance of this work considering the aims, objectives and scope of the fund and any innovation this approach/ work brings to the organisation):*

**Aim:**

**Objectives:**

**Planned deliverables:**

**Proposed methods** *(Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. Consider including how data will be collected, analysed, and interpreted as well as any resource sharing plans as appropriate. You may also consider including potential problems expected and any strategies to address them):*

**Key milestones and timelines** *(please highlight responsibilities of the project team members for each stage within the timeline, ideally represented through a Gantt chart):*

**Budget** *(please consider breakdown by type of resource or activity):*

## Appendix

*Please include all biographical sketches of project team members including the following elements: personal statement - briefly describe why your experience and qualifications make you particularly well-suited for your role (e.g., principal investigator, member) within this project; relevant awards and honors; previous positions, concluding with the present position; selected peer-reviewed publications (no more than 15; including selected publications based on recency/or relevance to the proposed research project).*

*Please also include any other relevant documents as appendices to support your application as you see fit.*