



## **Request for Proposals on Core Components: Additional Responses to Queries**

As mentioned in our last email, we have published a second round of responses to your queries (see below). We are now not in a position to answer any further queries at this point. Those who are shortlisted for interview will have the opportunity to ask any remaining questions at that point.

### **Queries relating to the research team**

#### **Is it possible to re-arrange teams to elect a different Lead for the Proposal than was listed on the Expression of Interest?**

Yes, this is permitted; for example, you may change who is listed as Lead but keep the team otherwise the same. If you need to change the composition of the team more generally this is also permitted as long as the person who was originally named as Lead is still a member of the team.

#### **Is the Lead applicant included in the 3 named applicants?**

Yes.

#### **I submitted more than one expression of interest as Lead: what are my options?**

We know that several applicants submitted more than one Expression of Interest as Lead before we clarified that an applicant may lead on only one proposal. We would say that as long as you remain Lead on only one proposal, we are flexible as to how you manage the others. For example, you may decide to keep the team the same but change the designated Lead, or change the team members as appropriate.

#### **Can I change the organisation specified from the Expression of Interest?**

Yes you may, as long as the Lead on the proposal has an affiliation with the named organisation, and the organisation is able to provide a letter of support.

#### **What happens if a team member leaves the organisation during the project?**

A team should be as stable as possible, and the Lead applicant should ensure at the proposal stage that all team members have a reasonable expectation of completing the project. If this is not the case, please let us know how you plan to manage any changes to the team.

#### **We would love to offer one of our young Activists the opportunity to be part of the team, as a lived experience expert. However, we would prefer to wait and see if our application is successful, before sharing this opportunity with them, please can you advise if this would be okay?**

Core teams need to have three or fewer members, so it would be acceptable for a team of two to apply, with a plan to include a third if successful, as long as this decision is justified in the proposal. If your team already includes three members we would suggest including additional partners as collaborators, consultants or research assistants as appropriate to their role.



## Queries relating to the scope of the commission

### **Can I change the focus of my application to a different topic or core component? Can I split my idea into two and submit two separate applications with different Leads?**

We appreciate that thinking may change between the Expression of Interest and Full Proposal stages, especially in light of our responses to queries. We would rather that your full proposal contains your most up-to-date thinking rather than hold you to the exact topic used in your Expression of Interest. If you have decided that your previous topic was too broad you are welcome to present a narrower concept in your full proposal. You can also split your original topic into two proposals, provided you only lead on one.

### **Is it within remit to focus on an aetiological risk factor and not interventions for the review?**

This is not within the scope of the current commission. There is already a wealth of review material available on aetiological factors and one of the aims of the present commission is to gather information from the field that is specifically focused on core components of interventions.

### **Would it be possible to identify core components of intervention within a specific intervention (e.g. psychotherapy, CBT), or should the research be more generic in nature?**

It is fine to target a specific intervention and use the concept of core components to let us know why that intervention is effective. It is also fine to take a proposed core component and make the case that it underpins the efficacy of several different interventions. We are happy to learn from applicants' input here. We are less interested in very broad conceptions, e.g. 'intervention' or 'prevention'. We think of these as broad 'buckets' in which researchers may wish to situate their core component.

### **If the core component is applicable to both prevention and treatment, but in markedly different ways, do you recommend sticking to one, or including two strands to the insight analysis?**

This decision would be up to the applicant.

### **We might like to use data that we have already collected, i.e. in previous studies/trials, but which may not all yet be published or publicly available. Is this permissible?**

Presentation of primary data analysis is out of scope. We understand that some may wish to review or summarise data that is not currently published or publicly available; however, this would be out of scope for the current commission.

### **Will secondary data analysis proposals be accepted? I'm hoping to do a secondary analysis of longitudinal data.**

This would be out of scope as it would involve new analysis, even if the data already exist.



**What would you consider to be the difference between 'expert lived experience interviews' which you are permitting, and qualitative research which is out of scope?**

Insights from lived experience can be included as a means of sharing the views of this group. However, this should not involve a research approach (e.g. grounded theory analysis). You may of course review existing qualitative analyses in your report.

**Administrative and Finance queries**

**We understand that (for HEIs) overheads are ineligible. Can you please tell me whether Directly Allocated Investigator time is eligible for funding? I would like to ask if the Principle Investigator and Co-Investigator salary costs (directly incurred costs) will be fund from this call?**

Due to the nature of the deliverables here, this commission will be a contract for services, and not a grant. The payment will be a fixed fee based on the quote you supply with your return. Therefore, you can include all costs which you deem necessary for you to undertake this work. This can include any institutional overheads. Please bear in mind that value for money is one of our selection criteria.

**Would we be able to include a named applicant from an overseas institution? Are there contractual implications?**

Where an application is successful, our intention is to enter into a single contract either with the Lead applicant themselves or the Lead applicant's institution. As stated in the Request for Proposals, we encourage applications from anywhere in the world, provided the applicant's institution can accept work that is contracted from the UK on the terms and conditions supplied with our request for proposals. Lead applicants should liaise with their host institution and any key third parties in advance of submitting the full proposal regarding the feasibility of the proposed financial and contractual arrangements (e.g. whether the host organisation is able to subcontract work to the particular overseas collaborators).

**How many proposals will be selected to participate?**

We are in a position to fund multiple proposals, as long as we receive sufficient proposals of the required standard.

**Do you prefer we utilize the template boxes or are we able to submit appendices (for example, the methodology section)? Would it be appropriate to include a problem statement?**

Please use the template provided, and do not submit additional appendices except those requested (CVs, Excel sheet of costs, and letter of institutional support). You are welcome to include a problem statement as long as it fits within the word count.

**Please can you confirm what you are expecting in the letter of institutional support**

We appreciate the administrative burden caused by these procedures. We would reassure applicants that these letters can be very brief and should simply state that the institution is aware of the proposed project and supports the Lead applicant to conduct the work. There is no need for these letters to provide a reference for the Lead applicant or their work.



Issued by the Mental Health Priority Area Team  
11 March 2020

**We understand that the Wellcome Trust would own the intellectual property created in the commission. Please can you advise if we would still be able to publish the report on our own website?**

Yes this should be possible