

## Health Data Research UK

### Call for New Master's Degree Programmes and Studentships in Health Data Science

Health Data Research UK (HDR UK) is the UK's national institute for data science in health. Our vision is that every health and care interaction and research endeavour will be enhanced by access to large scale data and advanced analytics. We are funded by the Medical Research Council, the British Heart Foundation, the National Institute for Health Research, the Economic and Social Research Council, the Engineering and Physical Sciences Research Council, Health and Care Research Wales, Health and Social Care Research and Development Division (Public Health Agency, Northern Ireland), Chief Scientist Office of the Scottish Government Health and Social Care Directorates, and the Wellcome Trust.

One of HDR UK's strategic goals is to promote excellence and innovation in the training of current and future health data scientists at all career stages, in academia and throughout the public and private sectors. *We believe that excellent health data science requires a balance of skills across the statistical, computational and health sciences, embedded in substantive applications from molecular to whole population scale.*

We now wish to support the development and growth of new master's-level degree programmes in health data science that meet all of the following criteria:

1. Build on scientific excellence and postgraduate training track-record in the bidding institution.
2. Show innovative approaches to training either health/life sciences graduates or quantitative sciences graduates as members of multidisciplinary health data science teams.
3. Include non-academic public and/or private sector partners in the planning and/or delivery of the degree scheme.
4. Show substantial institutional commitment in the form of contributions in cash and/or in kind.

Successful bids will be awarded a one-year development grant (October 2019 to September 2020) of up to £30,000 followed by a studentship grant of up to £270,000 covering three years of intake (October 2020 - September 2023). This is conditional on confirmation in writing by 31 March 2020 that the proposed degree scheme has been approved and that robust plans for recruitment and delivery from October 2020 are in place. HDR UK will provide successful bidders with a reporting template for this.

Studentships may be co-funded from multiple sources and may be open to students of any nationality. The fees component of an HDR UK studentship award will be limited to the Home/EU course fee, whilst the stipend component must be at least equal to the UK Research and Innovation National Minimum Doctoral Stipend (£14,777 for 2018/19).

HDR UK will also consider bids linked to recently established courses that have not yet reached self-sustainability. These will not be eligible for a development grant component but will be eligible for a studentship grant covering up to three years of intake October 2019 - September 2022, using the same criteria as for new courses.

## Application procedure

The application should be led by a single UK degree-awarding institution, to whom the award will be made on behalf of all partner institutions if the application is successful. A panel including independent international experts will meet in April 2019 to assess the applications and advise HDR UK on which should be funded.

Applications must be made by email to [enquiries@hdruk.ac.uk](mailto:enquiries@hdruk.ac.uk), **by 4pm, Friday 22 March 2019** and should consist of:

- Case for support: one bookmarked PDF, comprising all the following details and documents (each document starting on a new page). Text should be single spaced, with page margins of at least 2cm, using Calibri 11pt font
- Budget information: Excel spread-sheet (see template attached and/or download)

The case for support should be structured as follows:

- 1. Lead Institution** (max 400 words plus attachments)
  - 1.1 Please give the names of the Lead Institution, partner institutions, and the Programme Director
  - 1.2 Track record in health data science
  - 1.1 CV of Programme Director designate (max two-page attachment)
  - 1.2 Number and areas of expertise of academic staff involved in programme design and/or delivery
  - 1.3 Rationale for inclusion of academic and/or non-academic partner institutions
  - 1.4 Role and CV of lead person in each partner institution (max two-page attachment)
- 2. Proposed degree scheme** (max 4000 words)
  - 2.1 General aims
  - 2.2 Specific learning objectives and syllabus, with indicative learning hours and assessment strategy for each component
  - 2.3 Plans for approval by 31 March 2020 and recruitment delivery from 1 October 2020
  - 2.4 Roles of partner institutions
  - 2.5 Student facilities: library, computing, office space etc.
  - 2.6 Academic governance
  - 2.7 Pastoral care arrangements
- 3. Recruitment and employment strategy** (max 400 words)
  - 3.1 What kind of candidates are you looking for, and how will you attract them?
  - 3.2 How will you select the successful candidates?
  - 3.3 How will you support students' career progression?
  - 3.4 Plans for engagement with potential employers
- 4. Plans for self-sustainability beyond the funded period** (max 400 words)
  - 4.1 How will you ensure the sustainability of the master's-level degree programme in health data science beyond the three funded years of intake?

**5. Budget information, commentary and justification (max 600 words)**

The budget itself should be provided using the Excel spreadsheet template (see template attached and/or download). Please use this section to describe under each heading what each component will cover and why it is necessary for the successful delivery of the programme.

5.1 Payroll costs for time of existing staff explicitly linked to the programme

5.2 Payroll costs for time of new staff explicitly linked to the programme

5.3 Studentships

5.4 Equipment

5.5 Student facilities

5.6 Training fund, to support direct costs incurred by students on the programme

5.7 Breakdown of contributions in cash

5.8 Breakdown of contributions in kind

**6. Equality, Diversity and Inclusion (max 400 words)**

6.1 How does your institution actively promote equality, diversity and inclusion?

6.2 How will you address ED&I issues when recruiting students, selecting staff to be involved in the programme, and in wider activities associated with programme delivery?

**7. Letter of support from the Lead Institution.**

The letter should be from the person in the Lead Institution authorised to confirm that they have:

- read the application,
- approved the costs submitted that the institution is willing and able to host, manage and recruit to the Programme should the application be successful.

The letter must confirm that:

- if not already covering the entire period of the programme, then the contract of employment for the Programme Director will be amended and/or extended as necessary to enable the successful completion of the Programme
- the Programme will be given full access to all facilities, equipment and personnel as identified in the application
- all costs included in the application have been correctly calculated with the support of the Research Office
- the letter signatory is authorised to approve the submission of applications for funding;
- the application has met all internal approval procedures.

**8. Letter of support from each partner institution (one attachment per institution).**

Each letter should be from the individual in the institution concerned who is authorised to confirm that:

- they have read the application
- they have approved any institutional contributions to the costs submitted
- the institution is willing and able to contribute to the Programme as described in the application should it be successful.

## Timetable

HDR UK will host a webinar on Friday 8 February to answer questions of clarification. To register for the webinar and submit questions, potential applicants should register on [Eventbrite](#) or via our website ([www.hdruk.ac.uk](http://www.hdruk.ac.uk)) by 6pm, Wednesday 6 February 2019. *The deadline for applications is 4pm on Friday 22 March 2019.*

We aim to complete short-listing, and inform applicants accordingly, by Wednesday 3 April 2019. Shortlisted applications will be invited to interview at HDR UK, Gibbs Building, 215 Euston Road, London, NW1 2BE on Wednesday 17 April 2019.

## Short-listing criteria

Applications will be scored for short-listing against the following criteria:

1. The Lead Institution
  - (a) Scientific excellence
  - (b) Postgraduate training track-record
  - (c) Contributions in cash or kind
2. The programme
  - (a) Core disciplinary components
  - (b) Inter-disciplinary components
  - (c) Non-academic partnership contributions
  - (d) Building team science skills
3. Capacity for delivery
  - (a) Track-record of programme director
  - (b) Number of contributing staff with experience of postgraduate supervision

## Data protection

In accordance with the General Data Protection Regulation 2018, the personal information that you provide within the application will specifically be used for administering this call. The information will be viewed by HDR UK staff and selection panel members, and your information will not be used for any other purpose without your specific consent.

## Conditions of an award

1. *Open Access to project results.* Any scientific publications arising from the master's programme must be published in accordance with open access principles.
2. *Affiliation:* Any publication arising as a result of this funding should include acknowledgment of Health Data Research UK if its authorship includes student wholly or partially funded by HDR UK.
3. *Reporting: development grant.* Institutions receiving a development grant must, by 31 March 2020, confirm in writing that the proposed degree scheme has been approved and that robust plans for recruitment and delivery from October 2020 are in place and being delivered as outlined in proposal.

4. *Annual reporting: studentships grant and monitoring.* Institutions receiving a studentship grant must, by 31 December of each year, provide a written report covering:
  - (a) Name, academic qualifications (degrees, classifications if applicable and awarding institution) and funding source of each student in the current cohort.
  - (b) From end of 2021 report onwards, result (pass/fail, and classification if applicable) and first destination of each student in the previous cohort.
  - (c) Details of any changes to the structure or content of the degree scheme.
5. *Confirmation of award.* Each award will be made to the nominated Lead Institution (see above: Application procedure), in the name of the Programme Director. The award letter will set out the value and duration of the award together with an expected payment profile. The Lead Institution and the Programme Director will be required to sign and submit an Award Acceptance Letter within 10 days of receipt of the Award letter confirming their acceptance of the funding and responsibility for the Programme.
6. *Payment schedule.* Payment of funds will be made quarterly in arrears on submission of an invoice. The total value of all claims may not exceed the total value of the award. The quarterly payment at the end of each calendar year (from 2021 onwards) will be withheld until the annual report for the calendar year in question has been received.
7. *Extensions.* No extensions or supplements to the award will be made, other than to cover any necessary extension of a student’s period of study resulting from an approved period of parental or sickness leave.
8. *End of Grant Reconciliation.* An end of grant reconciliation form documenting spend against the grant throughout the funded period must be submitted within one month of the end of the funded period. The final quarterly payment will be withheld until this form has been received and the grant reconciliation completed.
9. *Branding.* Master’s Programmes and Studentships arising as a result of this funding will be branded as Health Data Research UK. Communications or publicity materials related to activities funded must make reference to Health Data Research UK. Brand guidelines and logos will be provided to the successful Lead Institution to ensure appropriate representation of the Health Data Research UK brands.

## Checklist for submission

| Documentation                                      | Included |
|--|----------|
| <b>Case for support</b>                            |          |
| Lead Institution                                   |          |
| Proposed degree scheme                             |          |
| Recruitment and employment strategy                |          |
| Plans for self-sustainability beyond funded period |          |
| Justification of funds requested                   |          |
| Equality, Diversity and Inclusion                  |          |
| Letter of support from the Lead Institution.       |          |
| Letters of support from partner institution(s)     |          |
| <b>Budget information</b>                          |          |
| Excel spread-sheet using attached template         |          |