

## **Grant Review and Monitoring Committee (GRAM) Lay members**

It is very important to us that only top quality, important research is funded with the money we raise, and in order to do so all research applications are thoroughly reviewed according to the principles of the Association of Medical Research Charities. The Grant Review and Monitoring Committee has a vital role in reviewing the applications once they have been peer reviewed. The committee consists of around 10 academics and two lay members, and is chaired by Dame Ingrid Allen.

We are currently looking for two lay members for the committee. If you are interested, please see the further information below, and we would need to receive a CV with covering letter by 31<sup>st</sup> August. The letter should indicate why you would like to be involved and what you would contribute to the committee. If you would like further information about this, please contact Julia, Research Grants Manager, at [research@sdbtt.co.uk](mailto:research@sdbtt.co.uk) or 0845 130 9733.

### Lay members of the GRAM

#### *Purpose:*

To represent the views of donors, fundraisers, patients and carers in the grant review process

#### *Role:*

- To read the lay summary information for all applications received in each grant round (which can number up to 50)
- To attend the GRAM meetings held as part of each grant round and contribute to the discussion of the applications (1-2 day meeting every 12-18 months)
- To contribute to discussion at the GRAM meeting and outside of it in relation to how to improve policies and processes for grant award and review
- To review progress and monitoring reports received from grant holders during the course of the grant

NB It is not intended that the lay members should have detailed scientific or medical knowledge, and is not expected to undertake background research in

order to better understand the work. Rather, it is intended that the lay members should consider the strengths and weaknesses of the application from the viewpoint of donors/fundraisers/patients/carers.

*Term of office:*

The initial term of office for the lay members shall be three years.

*Induction:*

Prior to or at their first GRAM meeting, lay members will be provided with an induction into the research grants process including AMRC principles, the role of the GRAM and the work of the charity.

*Conflicts of interest:*

Lay members are required to declare conflicts of interest in the same way as any other members of the committee. Conflicts of interest may particularly arise in this situation where a clinician is known by the laymember through having treated them or their family member.