NIHR | HealthTech Research Centre

HealthTech Toolkit : Grant Writing for HRC Partners

PPIE and RI Planner

Name

20 Years Powering life-changing research

NIHR Guidance

For Outline Applications, in the Research Plan, your response is expected to address the following:

- how you will ensure that the different stages of your research lifecycle are directly shaped and influenced by the relevant lived experience and needs of diverse people and communities who will be affected by it
- who will be involved and why
- how relevant people and/or communities have been involved in, and have shaped, this proposal so far
- how your approach will be appropriate and proportionate for the research area/type.

Step 1: Framework selection

Identify the questions you need to answer and associated activities required throughout development process

Step 2: Involvement mapping

Map all the stakeholder groups you will need to involve to address these issues. Will you carry out the activities or commission another group?

Step 3: Developing the detailed budget

For each activity, identify the specific costs (e.g. room hire, food, reimbursement for time, travel and activity). Include a range of activities.

Step 4: How will the costs be met?

Include careful PPIE budget in grant applications, many sources of support and advice are available to help with this.

See budgeting workshop sheets for considerations and templates.

References:
NIHR Assessment criteria
https://www.nihr.ac.uk/research-funding/application-support/domestic-funding-programmes-assessment-criteria,
Lise Sproson - HRC Long Term Conditions
https://www.imperial.ac.uk/media/imperial-college/medicine/perc/Public-Involvement-for-Grant-Applications---Guidance-for-Researchers--v1-2022.pdf

Initial questions to consider

This section outlines initial questions to consider when planning your PPIE using the NIHR PPIE Planner (www.plan4ppie.com).

What can people help you to develop in your research? What is immovable?

You should think about what outcomes you might want to achieve from their involvement within your project, this may include, but is not limited to:

- Optimising how you approach our study population by revising the information you provide about the study, the processes of consent, data collection tools and interview guides
- Ensuring you measure outcomes of relevance to patients (and have included these in the protocol)
- Including one or two public contributors in the governance of the study e.g., on the study steering committee
- Providing interpretations of findings beyond a researcher perspective, based on their lived experience
- Supporting effective dissemination of results to appropriate groups in appropriate formats to them

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Who will be most helpful to talk to?
Could this include charities/community groups?
Consider how inclusive you are being?

Considerations on choosing your PPIE groups:

- Patient experience vs. public engagement (Do you need to involve patients/service users/carers or do you need people with their view as the public?)
- Variety of experiences, diagnosis, etc.
- Geographical split (rural vs conurbation)
- Inclusion, accessibility and diversity differences in experiences and outcomes (Have you done an Equality Impact Assessment and considered the Accessible Information Standard in your communications?)
- Time since treatment / experience
- Consider sex, gender or both throughout the whole research lifecycle. Specifically for PPIE consider how to get representative voices when working with people and communities, as well as knowledge mobilisation and dissemination of findings

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Are you limited to a geographical area or specific health setting?
Can the involvement be digital or does it need to be in person?
How will you advertise and how will people apply?

Initial questions to consider

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Involving people in research can take time.
Have you left enough time?
What stages can people be involved? Who will lead?

The Role of the 'PPI Lead':

- Named – This can be an existing team member or a standalone role, but they must be aware they will be the PPI Lead.
- Skills and Experience – The staff member does not need to be a PPI practitioner; required skills are transferable (e.g., clinical setting, building relationships with charities). The most important skill is the ability to identify, build, and support relationships between the public and researchers.
- Costed and Resourced – The PPI Lead must be appropriately (FTE) resourced, as meaningful involvement takes time for administration, relationship building, and actively involving diverse groups. The funding is in addition to the budget for public involvement costs.
- Management – The PPI Lead must be embedded within the research team and have a good project understanding to lead and roll out the public involvement plan.

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What do you want to involve them in?
Design, promotion, dissemination etc...

Activities may include:

- Providing critical feedback on research questions, protocol, and lay summary; AND/OR
- Attending ethics committee meetings; AND/OR
- Assisting the team in identifying and developing themes from data; AND/OR
- Advising on and helping to develop and implement dissemination plans/materials, including
- identifying wider dissemination groups; AND/OR
- Contributing to reports, papers, and the interpretation of research findings; including the development of conclusions of direct relevance and impact to patients and the public and on recommendations for going forward

Identifying and Prioritising

Public/patient contributors can identify research questions and priorities to ensure that they are relevant and important to those people who have the same condition or use the same services that you are researching.

Assessment How will you assess the impact of this activity?	
Impact What impact will this activity have on your research?	
Inclusivity How have you made this activity inclusive?	
Activity What are the planned activities?	

Research Design

Public/patient contributors can be involved in the design of a research project to ensure that research plans and outcomes are relevant and clear to the public.

Assessment How will you assess the impact of this activity?	
Impact What impact will this activity have on your research?	
Inclusivity How have you made this activity inclusive?	
Activity What are the planned activities?	

Developing your Research Proposal

Public/patient contributors can be involved in the development of grant proposals to better consider what is important to them. They can review the lay summary.

Assessment How will you assess the impact of this activity?	
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Activity What are the planned activities?	

Managing and Supporting Delivery

Public/patient contributors can have a more active role in the undertaking of research by becoming a part of the research team.

Assessment
How will you assess the impact of this activity?

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Analysing and Interpreting

Public/patient contributors who have been working on the research project can support the analysis and interpretation of research findings.

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Dissemination, Engagement and Feedback

Ensuring that research findings are disseminated widely is very important, especially to those who have contributed to the project. Patient/public contributors can advise on how best to share the research findings and can provide feedback on the project. It is important to consider this from the start of a project.

Assessment How will you assess the impact of this activity?	
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Implementation and Impact

Patient/public contributors are keen to see that research findings support change for the better. Involve patient/public contributors to form stronger relationships with policy makers for greater implementation.

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Impact What impact will this activity have on your research?	
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Monitoring and Evaluation

Work with patient/public contributors to better understand and evaluate your public involvement.

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