

1. Who needs to seek review under the FMD Research Grant Peer Review Policy?

FMD mandates that any bid made to an external funding body for which the PI is Senior Lecturer or below requires two peer reviews. In addition, PIs for any large non-trial bids >£2m (regardless of the seniority of PI) need to seek two peer reviews. Strategic cross-faculty bids also need to be presented to FMD Research Strategy Board.

2. Do Fellowships come under the FMD Grant Peer Review Policy?

No. Fellowship applications do not come under the policy. This is because there is an expectation that Fellowship applicants are already strongly supported by their supervisory team.

3. Do Expressions of Interest/Stage 1 applications come under the FMD Peer Review Policy?

Yes. The FMD Peer Review Policy applies to EOI/Stage 1 bids in the same way as it does for full applications. However, there is an understanding that EOIs can have a short time frame between call publication and deadline. If this is less than 4 weeks, requirements for EOIs can be discussed on a case-by-case basis. Please contact Tor Kemp v.kemp@qmul.ac.uk with your Centre Lead(s) in copy if this is the case.

4. Can WIPH Whiteboards be used as part of peer review?

Yes. Whiteboard minutes can be uploaded to Worktribe 'Documents' equivalent to one of the two mandated peer reviews. Please contact Tor Kemp v.kemp@qmul.ac.uk to present at a Whiteboard.

5. What should the seniority level of peer reviewers be?

Please consult with your Centre Lead regarding the appropriateness of reviewers. As a guide at least one should be of the same seniority level as PI or above. The WIPH Research Team also recognise that peer review is a good developmental experience, and we encourage MCRs as second reviewer.

6. What is the timeline for peer review?

The WIPH Research Team suggests PIs identify two peer reviewers approximately one month ahead of the external deadline. You can work with your reviewers to find an appropriate timeline, which may include input to an early draft. PIs should document how they have incorporated reviewer comments into the bid (using the peer review form), so please ensure you have plenty of time to meaningfully respond to the reviews. Ultimately, PIs need to evidence peer review and response via the Worktribe 'Documents' tab at the time of submitting the bid for internal approvals - at least 5 working days ahead of the external deadline.

7. Can reviewers be from outside WIPH and outside QMUL?

Yes. Please consult with you Centre Lead regarding the appropriateness of reviewers.

8. Do bids led outside of FMD come under the FMD Peer Review Policy?

No. If you are Co-I on a bid which is being led by HSS or S&E peer review is not mandated under the policy. The WIPH Research Team still encourages you to seek peer review, working with the other applicants to find the most relevant reviewers across QMUL.

9. Do bids led outside of QMUL come under the FMD Peer Review Policy?

No. If you are a Co-I on a bid which is being led from outside of QMUL, peer review is not mandated under this policy.

10. As a reviewer, do I have to use the FMD Peer Review form?

Yes. However if you do not feel comfortable including a rating, as asked for on the form between 1-6, please write 'no rating assigned'.

11. Is there a lower total bid value below which the policy does not apply?

For bids with total value (excluding partner costs) less than £100,000 peer review is not mandated under the FMD policy.