**Research Governance Research Impact Assessment Form**

**Guidance**

All studies must satisfy a **local assessment of Capacity and Capability** prior to Research Permission being issued to ensure that the study can be delivered properly by local Marie Curie services and is resourced appropriately.

A copy of this document or written confirmation from participating Marie Curie services that this is not required should be provided for each participating Marie Curie service that the research team wish to work with.

The sponsor should ensure that this document is completed in lay language noting that it will be reviewed by individuals who may not be specialists in the research area. It is not acceptable to simply copy/paste answers to the below from the study protocol or to only provide references to other study documentation (though such references may be used to link to relevant information/documentation that the sponsor wishes to highlight in addition to their answers below).

If you have any questions about the below please contact the Marie Curie Senior Research Governance Manager, at **researchgovernance@mariecurie.org.uk**or the Marie Curie Research lead or fellow at the relevant participating Marie Curie services.

**Study Information**

1. Please provide a brief summary of the study in lay language (max 300 words)

*Please note that this summary will be published on the Marie Curie Research Register.*

1. Please identify the Marie Curie service to which this Local Information Form applies
2. Please describe the specific activities that will take place at the Marie Curie service to which this Local Information Form applies distinguishing between those that will be undertaken by Marie Curie staff and those that will be undertaken by members of the central research team. (max 500 words)
3. Please state the predicted start and end dates of the study at the participating Marie Curie services.

*Note - Please describe how the study end date is defined (for example is the recruitment of the last participant, the last study intervention undertaken at/by the Marie Curie service, then end of data analysis etc.).*

1. Please state how many research participants you expect to recruit at this Marie Curie service and over what time period you aim to recruit these participants.

*Note – Please state whether recruitment will be competitive. For studies not directly involving human participants, please indicate the number of samples or data-sets to be obtained. If the sponsor foresees any particular issues identifying potential participants or recruiting to the study please identify these and describe how they will be managed/mitigated.*

1. Please clarify whether you intend to appoint a Local Collaborator at this Marie Curie service and what the responsibilities of this individual will be.
2. Has the sponsor identified the individuals that will fulfil these roles at this Marie Curie service? If so please provide details. If it has not please indicate what criteria this individual would need to fulfil (in terms of role, training, experience etc.) to assist this Marie Curie service in helping the sponsor to identify a suitable individual to fulfil this role.
3. Please state whether this is a Marie Curie Funded study or if study funding has been secured from any other source. If relevant please provide details of the study funding award.
4. What physical resources are required by the sponsor to deliver the study at this participating Marie Curie service? e.g. space for private interviews, clinical equipment
5. Please describe what funding/resources/equipment/other support, if any, will be provided to this participating Marie Curie service to facilitate their involvement in the research, such as local CRN arrangements.
6. Please describe what training, if any, the sponsor will provide to staff at this participating Marie Curie service.
7. Please clarify whether the sponsor foresee’s any potential benefit to the participating Marie Curie service, to participating Marie Curie Service users, to Marie Curie as a whole or to the overall sector, as a result of participating in this study
8. Please explain whether and if so how, Marie Curie staff involved in supporting the study be appropriately acknowledged for their direct/indirect contributions, for example will they be named/acknowledged in publications.