

## Requesting NICE involvement in research: process and timescales

The process and timings depend on the type of involvement you are requesting from NICE. In all cases you will need to complete a [request form](#).

### Request NICE to be a co-applicant

**4-6 months before funding deadline**

Email [research@nice.org.uk](mailto:research@nice.org.uk) to arrange initial discussion with NICE staff



**Complete parts A-C of request form**

Email draft form to [research@nice.org.uk](mailto:research@nice.org.uk)



*Discussions to agree extent of NICE involvement, resources required and costs*



**Update request form**

Review parts A-C and complete part D.  
Email final form to [research@nice.org.uk](mailto:research@nice.org.uk)



**1 month before funding deadline**

NICE reviews request and approves involvement



Submit final application to funder and send a copy to [research@nice.org.uk](mailto:research@nice.org.uk)

### Request NICE staff to sit on advisory/steering group

**At least 2 months before funding deadline**

Complete parts A-C of request form  
Email draft form to [research@nice.org.uk](mailto:research@nice.org.uk)



*Discussions to agree extent of NICE involvement, resources required and costs*



**Update request form**

Complete part D and email final form to [research@nice.org.uk](mailto:research@nice.org.uk)



**1 month before funding deadline**

NICE reviews request and approves involvement



Submit final application to funder and send a copy to [research@nice.org.uk](mailto:research@nice.org.uk)

### Request letter of support from NICE

**At least 2 months before funding deadline**

Complete parts A-B of request form  
Email draft form to [research@nice.org.uk](mailto:research@nice.org.uk)



*Discussions to agree contents of letter of support*



**1 month before funding deadline**

NICE approves request and provides letter of support



Submit final application to funder and send a copy to [research@nice.org.uk](mailto:research@nice.org.uk)