

## How to apply –Research Boards Submissions - Partnership Grant

### Important Information for applicants

It is the applicant's responsibility to ensure they apply to the correct call and that their application is submitted with adequate time to allow their research organisation, to complete necessary checks and complete the final submission (through Je-S), to the MRC by 16:00 (GMT/BST), on the advertised [MRC submission deadline](#).

Applicants will have a set window (usually eight weeks) during which applications can be entered, viewed and submitted within the Je-S system. As a result, any applications or amendments must be completed and submitted within this timeframe. Programme Managers will not be able to offer discretionary extensions to any applicant.

### Using the Joint electronic-Submission System (Je-S)

Proposals for MRC grant schemes must be submitted through the [Joint electronic-Submission \(Je-S\) system](#) (to the MRC), by 16:00 (GMT/BST), on the advertised call closing date.

Please also note the following:

All Investigators (PI, Co-I & Researcher Co-Investigator), are required to have a verified [Je-S account type](#), when applying for 'Standard or Outline Proposal'.

New Je-S users should select [here](#) to commence the create account process and gain access to the Je-S System.

If the applicant already has a Je-S account, but would like help retrieving their account user name and password hint, please select [here](#).

If the applicant requires any further assistance with any aspects of the Je-S System, please contact the Je-S Helpdesk (for contact information and Helpdesk opening hours, please visit: <https://je-s.rcuk.ac.uk/Handbook/index.htm#t=pages%2FJeSHelpdesk.htm>).

### Login to Je-S (create Je-S proposal form)

Login to your Je-S account using the username and password you have previously chosen (if you do not have a Je-S account, or have forgotten your password, please see the above detailed help and guidance).

- Please login to your Je-S account via <https://je-s.rcuk.ac.uk/JeS2WebLoginSite/Logout.aspx> (opens in new window)
- Select '**Documents**' from the left hand menu list from your account home page
- Select '**New Document**' from within the Functions/create section of your documents page

### Creating your Je-S proposal form:

- Select Council: **MRC**
- Select Document Type: **Standard Proposal**
- Select Scheme: **Research Grant**
- Select Call/Type/Mode (optional\*): **Research Board Month/Month Year Submissions**
  - \*Please see guidance on page 3 regarding the creation of a Je-S application without specifying a 'Call'.
- Select **'Create Document'** option

**Je-S Add New Document**

To find the council, document type and scheme combination for a particular call please use the call search.

**Call Search** (opens in a new window)

Select Council:  
MRC

Select Document Type:  
Standard Proposal

Select Scheme:  
Research Grant

Select Call/Type/Mode (optional):  
Research Board Month/Month Year Submissions

Copy existing document?

Create Document Cancel

### Indicating your proposal is a Partnership Grant:

Following the successful completion of the above create new document process, select 'Grant Type' option from the Document Menu List and select the 'Radio Button' adjacent to 'Partnership Grant' and 'Save'.

**UKRI Medical Research Council Grant Type**

Document Menu (Hide)

- Project Partners
- Classifications
- Board or Panel Portfolio
- Grant Type**
- Human Biological Samples
- Technology Development
- Research Setting
- Stem Cells
- Developing Countries
- Keywords
- Ethical Information
- Human Participation
- Animal Research

Home: Documents: Document List: With Owner

Document Actions Cancel Prev Save Next

Scheme: Research Grant

Project Title: test

Organisation: Zorg Testing Organisation for JeS 1 Department: Zorg Academic Department A

Centre Grant

Methodology Research Panel

Partnership Grant

Programme Grant

Research Grant

Strategic Grant