



EUROPEAN PEDIATRIC SURGEON'S ASSOCIATION NETWORK OFFICE SMALL GRANT APPLICATION: REGULATIONS

1. Aim

The aim of research funding through The European Association of Pediatric Surgeons (EUPSA) is to support collaborative multicentre research among EUPSA members. Both clinical and basic science research applications are eligible. Applications for support will be judged on the scientific merit of the application as well as the potential for patient impact. At least two centres from at least two different countries must be involved in the project. Multicentre studies involving 3 or more pediatric surgery centres are strongly encouraged and will be favoured.

2. Who May Apply

- 2.1. The Chief investigator and at least one co-applicant from at least one other centre must be fully paid up members of the EUPSA at the time of the application. Applications not meeting this criteria will be automatically rejected.
- 2.2. The Chief Investigator may be of any age but applications led by young Chief Investigators (under 40 years of age) are particularly encouraged.
- 2.3. The research team must include at least two applicants from at least two different European countries associated to EUPSA.
- 2.4. Any individual may not be a named applicant on more than one application per year.
- 2.5. Any successful Chief Investigator may not apply as lead applicant for a subsequent grant in this scheme for a further 3 years.

3. Conditions for grant

- 3.1. The total amount of funding available per year is €5,000.
- 3.2. This amount may be awarded as a single grant of up to €5,000 or a number of lower value awards.
- 3.3. The decision of the Network Office regarding award of grants is final.
- 3.4. The duration of the grant will be maximum two years.
- 3.5. The total amount of the grant awarded is final. No additional or top-up funding is available.
- 3.6. All funded projects must start within 6 months of the award of the grant
- 3.7. The funds may be used for research operating expenses including consumables, travel, methodological or statistical support and other staff costs (excluding overheads) but may not be used to contribute towards the salary or overheads of existing employees of any institution.
- 3.8. If the project involves patients, the use of patient data or the use of biological samples, it must have the approval of the Research Ethics Committee (or equivalent) of the requesting centres.
- 3.9. Research involving animals will not be supported.
- 3.10. Funding shall not be released until proof of Research Ethics Committee (or equivalent) has been provided to the Chair of the EUPSA Network Office.
- 3.11. The Chief Investigator will be responsible for the overall delivery, running, completion and reporting of the project.

- 3.12. The grant recipients (the Chief Investigator or other member of the research team) will be expected to present study results at the annual scientific meeting of the EUPSA within 2 years of completion of the funding period.
- 3.13. Any publication(s) arising from this Grant should include an explicit mention of EUPSA funding support using the following words “Funding for this project was provided by the European Paediatric Surgeons Association Network Office”.
- 3.14. The Chief investigator and at least one co-applicant from at least one other centre must be fully paid up members of the EUPSA for the duration of the award.

4. Method of applying

- 4.1. Applicants must submit the following documents in electronic format by email to the EUPSA administration office (office@eupsa.info) by the advertised deadline. Late or incomplete applications will not be considered.
 - 4.1.1. Application form including a scientific summary of no more than 500 words followed by an application using the following headings: Background, Proposed Methods, Timetable, References.
 - 4.1.2. An outline budget detailing the use to which the funds are to be put must be provided. The document in Word format shall be written in font size 12, 1.5 line spacing and shall not exceed 8 pages.
 - 4.1.3. CV of the Chief Investigator in abbreviated format of no more than 2 pages.

5. Deadline for submission

- 5.1. The deadline for submission will be advertised on the EUPSA website at least 20 days in advance of the closing date. No late applications will be accepted.

6. Evaluation and resolution

- 6.1. Applications will be reviewed by members of an adjudication committee chaired and appointed by the Chair of the Network Office and comprising members of the EUPSA Network Office, EUPSA Scientific Office or other delegated individuals.
- 6.2. Members of the adjudication committee will be blinded to the name and institution of the applicants.
- 6.3. The granting of the award will be based on a scientific and technical evaluation and the relevance of the project to paediatric surgery.
- 6.4. Members of the adjudication committee will not be able to evaluate grants involving applicants from their own institutions.
- 6.5. The adjudication committee will have the final decision regarding the successful application(s).

7. Monitoring of the grant

- 7.1. The Chief Investigator shall provide a progress report to the Chair of the Network Office on the 1 year anniversary of the start date of the grant. The format of this report shall be determined by the Chair of the Network Office.
- 7.2. The Chief Investigator shall provide a final report to the Chair of the Network Office no later than 3 months after the end date of the grant period. This should include the scientific production (articles published, in press and sent for publication) as a result of the grant obtained.